



### Minutes – Board of Director's Meeting

3PM – Wednesday, February 23, 2022, ☀ 31910 Country Club Dr. ☀ Via [ZOOM](#)

1. Meeting call to order at 3:01pm. Present in Person: Directors- K. Slechta, O. Mansfield, D. Branch. Epicenter- R. Franco and Homeowner- John Denney. Present via ZOOM: Directors - J. Rigler, Michael Martinez. Central Cal Waterworks; and Homeowners: Michael and Kathy Mahoney
2. Hearing – Homeowners
  - a. Community Financial Discussion – Homeowner J. Denney voiced his concerns about the late charges that have been applied to his account. O. Mansfield made a motion to waive the late charge and interest for payment that was mailed in but lost. K. Slechta seconded. Discussion. All approved. **ACTION ITEM: K. Slechta will contact Community Financials to discuss the late fees.**
  - b. Review complaints and disposition of violations – Discussion. Continuous violations will be fined monthly until violation is corrected.
3. Review Minutes & Action Items from January 25, 2022 – O. Mansfield motioned to approve January's minutes; D. Branch seconded. Minutes approved.
4. New Business
  - a. West Gate Walk Thru – Discussion: Jack will repair whatever is needed.
5. Old Business
  - a. Rules and Regulations – Rental Policy – Discussion: A letter acknowledging resident's letter needs to be sent. Recommended that the rule and regulations be updated to include the word guest house. K. Mahoney will help the directors with writing a response letter to the homeowner.
  - b. Installation quote – Wrought Iron Fence 14<sup>th</sup> pathway. Discussion – **ACTION ITEM: Kathy to contact Chiapas for a quote.**
6. Treasurer's Report
  - a. Accounts Review
    - i. GENERAL ACCOUNT; ii: RESERVE ACCOUNT:
    - ii. Past Due Accounts and Quorum for the annual meeting- Discussion: Past Due Accounts will not be counted as part of the quorum. **ACTION ITEM: Rita to remove past due residents from the list.**
  - b. Notes from Community Financials - Discussion
  - c. Notes from Treasurer – Review of accounts status.
  - d. Annual Meeting: February 27, 2022
    - i. Agenda – **ACTION ITEM: Rita to email agenda to residents.**
    - ii. Proxy Forms – **ACTION ITEM: Rita to email reminder about proxy forms.**
    - iii. Nominees for Board Members 2022. As of today, no one has applied.

7. Epicenter Communications
  - a. Letters sent/received; b. Dropbox function; c. Website; d. Bulletin Boards – No Discussion.
8. Committee Reports
  - a. Architectural Committee
    - i. Application Update: Discussion – O. Mansfield suggested the trim color chart be added to the application or include the wording: Colors are earth tone.
  - b. Landscape Committee
    - i. Silva's Lawn Services available to residents. Services available, homeowners to contact Roberto if they need weeding services. **ACTION ITEM: D. Branch to let Tributary editor to add in the next newsletter.**
  - c. Social Committee – DISCUSSION: Event for May 1<sup>st</sup> when the pool opens.
9. Real Estate
  - a. Update current & new residents: Discussion.
10. Pool
  - a. Pool Opens – May 1<sup>st</sup>. Potluck event scheduled from 2 – 3pm.
  - b. Ty's Services: **ACTION ITEM: Rita to follow up with Ty to make sure he has the payment process on how to submit the invoice.**
11. Wastewater Treatment Plant
  - a. Central Cal Waterworks – Jason and Daniel joined the meeting to give the directors an update on the plant. There was a lot to do but since items have been fixed. Emergency calls have been reduced.
  - b. Reserve Expense processed in February – Discussion.
  - c. 12<sup>th</sup> Fairway update-
12. Gates
  - a. Reports- Discussion. **ACTION ITEM: Rita to deactivate codes for residents that have moved from the community.**
  - b. West Gate Exit Loop Detector repair in February – Directors were updated on the repair.
13. Tributary – D. Branch to follow up with editor with items to be added to the next tributary: Rental policy, violations, and pool social event – May 1<sup>st</sup>.
14. Set next regular board meeting March 28, 2022, 5pm
15. Adjourn – O. Mansfield moved to adjourn the meeting; D. Branch seconded. Meeting was adjourned at 5pm.