



### Minutes – Board of Director's Meeting

4:00pm – Monday, November 20, 2023, ☀ in Person ☀ Via [ZOOM](#)

1. Call meeting to order at 4:00pm by President J. Arnold. Present in Person: J. Arnold, D. Branch; G. Huffaker; C. Schaeffer; H. Pregler. Residents: Horace and Shirley Wells; Carmen Freeland; Oma Mansfield; D. Catalina; R. Hauk; J. Drumright, Shirley Houser, and Epicenter Management: Rita Franco.
2. Hearing – Homeowners
  - a. Verbal Complaint: Greene Drive – Resident had concerns about the Sequoia trees on the side of the house. After an evaluation, Mr. Mahoney suggested that the branches be trimmed back, and the debris to be cleaned. Something Roberto can do. **ACTION ITEM: C. Schaeffer to contact Roberto to do a cleanup.**
  - b. Pile of leaves on Western Woodlands – Resident close to the area would like to see the piles of leaves removed. Mr. Mahoney mentioned the tree debris help to keep the area in its natural habitat and help keep the trees healthy. **ACTION ITEM: C. Schaeffer to contact Roberto to do a cleanup.**
3. Review Minutes & Action Items from October 23, 2023, Board of Directors meeting. Action items were completed. D. Branch moved to approve the minutes for the BoDs meeting on October 23, 2023; C. Schaeffer seconded. Minutes approved.
4. New Business
  - a. No New Business
5. Old Business
  - a. FEMA Disaster Application – J. Arnold updated the board that FEMA won't be able to help. They recommended the association apply for a grant. **ACTION ITEM: J. Arnold will do some research and keep the board posted.**
  - b. Properties in violation – Rita continues to mail out letters out.
6. Treasurer's Report
  - a. Accounts Review
    - i. Account Balances: General Account: \$17,020.87 Reserve Study Account: \$385,493
    - ii. 2024 Coupon Books have been ordered.
    - iii. Past Due letters are going out monthly.
  - b. Notes from Treasurer: No notes
  - c. Reserve Study: Rita and Holly will finalize the 2024 projected budget this week. **ACTION ITEM: Annual Meeting Packets will be sent out on November 30<sup>th</sup>.**
7. Epicenter Communications: All good.
8. Committee Reports
  - a. Architectural Committee:
    - i. New Build Application: AMD Solutions: 32735 Greene Dr. Application has been approved for Step II of the application. No follow up from owner
  - b. Landscape Committee

- i. Tree Trimming Update: DISCUSSION – Rita informed the board she has received the quotes from WCA (tree company). Residents have been emailed their quote and most have approved of the work, but others have questions. Mr. Mahoney suggested the board review the HOA quotes. ***ACTION ITEM: D. Branch will do a walk through with Mr. Mahoney.***
    - ii. Unauthorized Tree Trimming: The board was informed of a resident trimming a tree the wrong way. ***ACTION ITEM: Rita to send a letter to the resident.***
    - iii. Historical Tree Planting: DISCUSSION- On the Historical tree that was planted on HOA property. The original application is needed to see if there was a contingency with approving the application. ***ACTION ITEM: Rita to find the architectural application.***
  - c. Social Committee
    - i. Halloween at the West Gate. J. Arnold provided a recap of the event. The event was a success.
    - ii. The C-train: Mr. Mahoney has installed some shelves for the decoration bins. He mentioned the bins need to be organized.
    - iii. Xmas Parade – Xmas parade is on Sunday, December 10, 2023. Mr. Wells will be handing out the flyers to the residents. ***ACTION ITEM: Rita to send out an email blast and post the flyer on the bulletin boards. ACTION ITEM: G. Huffaker to follow up with the RICC to get an ok to gather at the parking lot after the parade.***
- 9. Real Estate
  - a. HOA Vacant Lots: J. Arnold informed that board that the lots will go back on the market.
- 10. Pool – No Discussion
- 11. Wastewater Treatment Plant
  - a. Monthly Report: Central Cal Waterworks – Everything at the plant is working well.
  - b. 12<sup>th</sup> Fairway (Leach field) – G. Huffaker informed the board of the new idea Provost & Pritchard proposed; to create a leach field on the 14<sup>th</sup>. Provost & Pritchard have submitted a proposal to scope the new area and it will be an additional \$56,000. G. Huffaker made a motion to accept Provost and Pritchard’s proposal; Holly seconded; motion approved.
- 11. Gates - No Issues.
- 12. Tributary: Tree Trimming: DO NOT TOUCH HOA trees; Xmas parade, ***ACTION ITEM: D. Branch to work on the tributary.***
- 13. Set next regular board meeting – November 20, 2023 - 4pm
- 14. Adjourn – Meeting adjourned at 6:21pm

Directors continued with Closed Executive Session.