

# CANON DEL SOL HOMEOWNERS' ASSOCIATION

## BOARD OF DIRECTORS MEETING MINUTES

December 6 2021, at 4:00 p.m.

### **CALL TO ORDER:**

The meeting was called to order at approximately 4:00 p.m. by Bob Carpenter. A legal quorum of Directors was present to conduct the Board of Directors Meeting. Legal notice was by actual written notice posted on the community bulletin board as prescribed in the Association's bylaws.

### **DIRECTORS PRESENT:**

Bob Carpenter, Judy Mathews, and Colin Tierney & Jesse Fielding.

**DIRECTORS ABSENT:** Bruce Margon

### **OTHERS PRESENT:**

Kane Silverberg, Kim Albin, and Tom Hewett of Anderson & Company and Homeowner David O'Rourke. Kim served as the recording secretary appointed at the outset of the Meeting.

### **MINUTES:**

Draft Minutes from the Board of Directors Meeting held on November 14, 2021, were reviewed. A motion was Made, Seconded, and passed as distributed and amended.  
(MSP 4/0).

### **FINANCIAL REPORTS:**

Financial reports for the 12-month period through October 31, 2021:

Balance Sheet Report – Total funds on deposit \$1,435,770.

Operating Fund Report – Revenue's total \$333,022 Expenses \$263,177. Net Gain of \$69,845.

Reserve Fund Report – Revenue's total \$199,828. Capital Expenses total \$11,248 Net gain of \$188,580.

**Aged Receivables Report-** One owner is slightly over 30-days past due.

### **ON-SITE MANAGERS REPORT:**

Tom reported that, Delta Glass is expected to submit a bid for clubhouse doors next week. K&D performed additional irrigation and valuation repairs. Pool is now closed for the winter months; hot tub will remain open. Homeowners/residents are asked to not cover or uncover the hot tub, this is Allied Universals job. A homeowner reported a leak on Thanksgiving, it was determined that the leak was homeowners to repair, homeowner is working with a plumber.

### **PRESIDENTS REPORT:**

President Bob Carpenter reported that he received the irrigation valuation report from K&D Landscape and will review it with Tom. Bob concluded his report with the left and right-side median not being maintained and that CDS Board will check in with Sand Dollar to find out why.

**LANDSCAPE COMMITTEE REPORT:** Judy reported that the landscape committee is currently working discussing what best plant options are to fill in where ivy will be removed.

## **OLD BUSINESS**

- A. CSA5 Retaining Wall Proposal (Perkins Const.):** Plans for Perkins Const. to provide a proposal is still in motion and the Sanitation Department is in the loop regarding the retaining wall project. Further discussion has been deferred to the next meeting.
- B. Update on Clubhouse Solar:** Homeowner David O'Rourke gave a presentation on two. proposals from Alterra Solar and DayOne solar. After Board reviewed both proposals a motion was made, seconded, and passed to approve Alterra's proposal to install Solar Panels at the Clubhouse for a total cost of \$78,700 (MSP 4/0).
- C. Chimney Cap Inspection:** This has been deferred to the next meeting.
- D. Street Signs Update:** Board is waiting to hear back from city on whether they have any requirements in place before ordering new street signs. This has been deferred until the next meeting.
- E. Gutter Inspection for Section B:** Board asked ACO to schedule gutter inspection for units located in Section B and schedule the annual gutter cleaning for the same units that were cleaned
- F. ACR Short Form Update:** This has been deferred to the next meeting.
- G. Parking Update:** Past parking issues seem to be resolved; Owner have been submitting parking variance forms to request parking their vehicle in a guest parking space over the allotted time than what the CC&RS allow for.
- H. Clubhouse Doors Update:** Delta Doors is set to submit a proposal for new doors by the week of December 13<sup>th</sup>.

## **NEW BUSINESS:**

- A. 448 & 484 Arca Stair Repair Discussion:** After reviewing the stairs in question the Board could not find evidence that the stairs needed repairs and asked ACO to contact the owners to further discuss.
- B. 443 Santa Monica Erosion/Post Dry Rot:** Tom had capped off sprinklers that were spraying water on the balcony posts of unit 443 Santa Monica. Upon further discussion the Board asked that the landscape committee work with the Board in finding a groundcover to place around the areas where the balcony posts are located to prevent water intrusion on the balcony posts

**HOMEOWNERS FROM THE FLOOR:** Homeowner and Board Secretary Jesse Fielding asked that the sign displaying pool rules be revised, by removing rule #1 asking homeowners to cover hot tub when no longer using.

**CLOSED EXECUTIVE SESSION:** No executive session needed.

**DEFINE ACTION PLANS/MEETING ADJOURNED:** There being no further business to bring before the Board of Directors, the meeting was adjourned at approximately 5:28 p.m.

**Next Meeting Date**

**Monday, January 3, 2022 at 4:00 p.m.**

**\*\*\* IMPORTANT REMINDER \*\*\***

**EMERGENCY CONTACTS**

CANON DEL SOL OFFICE	(831) 722-4048
ANDERSON & COMPANY	(831) 688-1090
FIRST ALARM	(831) 684-1111

**SHUT YOUR WATER OFF WHEN LEAVING POLICY REMINDER**

The Board reminds everyone to remember to turn down your water heater and shut off the water supply to your residence whenever you are leaving your home for more than the day. Water shut off valves is located at the front of each residence, and if anyone has trouble finding your valve, or turning it off, please call Management for help. Water damages to the interior of a residence from leaking appliances, broken pipes, are an individual unit owner responsibility