

Canon del Sol Homeowners Association Inc
Board of Directors Meeting Minutes
June 6, 2022

The meeting was called to order at 4:02 P.M. Quorum was established with five Board members present.

Bob Carpenter, Judy Matthews, Bruce Margon, Colin Tierney and Jesse Fielding were present representing the Board. Kane Silverberg, Tom Hewett and Dianne Kingsbury were present from Anderson and Company. Dianne was appointed as recording Secretary from the outset of the meeting.

Homeowners present were Toni and Don Cabral and David O'Rourke.

It was M/S to approve the meeting minutes of May 2, 2022 without corrections or additions. Motion carried 5/0.

Since the financial statements were distributed to the Board prior to the meeting there was no need to review them: Here is the report on the financial statements presented:

Financial reports for the 4-month period through April 30, 2022:

Balance Sheet Report – Total funds on deposit \$1,539,362.

Operating Fund Report – Revenue's total \$131,158 Expenses \$102,001. Net Gain of \$29,157.

Reserve Fund Report- Revenue's total \$82,281 Expenses \$14,413 Net Gain \$67,869

Delinquency Report -No delinquencies

It was M/S/P to approve the monthly reserve transfer per the 2022 budget.

ON SITE MANAGERS REPORT-Tom had prepared a report on the maintenance activities for the past month as follows:

Fixed broken sprinkler heads and risers throughout irrigation sections A, B, & C.

Capped sprinkler risers where regular watering is not needed.

Cleaned pool area, and pool furniture.

Obtained quotes from 2 different vendors for initial deep cleaning, and once a month maintenance cleaning of the clubhouse.

Refilled dog waste bag stations when needed.

Double checked with Whitlow Concrete to make sure that all concrete proposals and prices are current, so that they can proceed with board approved projects.

Cleaned, and sanitized the pool restrooms, and stocked restroom supplies.

Cleared the beach path of encroaching trees, bushes, poison oak branches, berry vines, and weeds on the sides of the path.

Moved the green waste bin behind the gate on the left side of the clubhouse, and put a green triangle sign on the gate to denote its location. There was also a poster of acceptable green waste items posted on the clubhouse bulletin board.

Cleaned the clubhouse for upcoming special events on May 20, 21.

Met with Quilici Landscaping, to go over the weekly maintenance in each section.

Met with GB Group contractors, to walk them through painting section B.

PRESIDENT'S REPORT: Bob reported that the Solar installation on the clubhouse was complete and the County would be coming out the following day to inspect the installation.

Thank you to member David O'Rourke for his assistance in bringing this project to

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completion. PG&E will evaluate the usage vs production. The best result will be that the solar panels will produce enough power that the production will be greater than the usage.

COMMITTEE REPORTS:

- a. Landscape Committee: This is the initial draft of recommendations from the Landscaping committee:

Location	Work	Priority	Estimate	
Sea Horse - right side	Pull a few old plants, plants some new plants, pull old unnecessary signs	High	\$4,000	3 people, 8 hrs, \$85/hr plus \$1000 in plants, plus \$1000 in drip system
Circle	Add drip lines, cut back overgrown plants, pull dead plants, restore with new plants	High	\$4,000	3 people, 8 hrs, \$85/hr plus \$1000 in plants, plus \$1000 in drip system
Clubhouse Patio area	Pull old plants, plant new plants (no leaf droppers), cover for embankment, powerwash cement, re-stripe the basketball key.	High	\$5,000	
			\$13,000	TOTAL

ARC Committee-Solar installation request various units: 3 units (479,442 Oyster and 413 Canon del Sol). had submitted requests and been approved for installation of solar panels.

OLD BUSINESS

CSA5 Retaining Wall Update Proposal (Perkins Construction): Bob reported that he had put a call into the County to get an update on the project and had not received a return call.

Chimney Cap Inspection Update (Section B) Added to GB scope-Dianne will confirm that the chimney cap inspection had been added to the scope of work

Street Signs Update-Green required at Sand Dollar/Seahorse- Dianne and Bob will work on finding cost effective signage for the streets

Keyless access for the entry for Clubhouse Doors-Bob reported that within 30 days the keyless access should be fully operational

Eucalyptus Grove Clean up-Update from Diane Lehman-There was nothing to report at this time

Section B Painting/Siding project -GB Group is under contract for scope definition for \$1499-The scope for the repairs were nearing completion and after the report is prepared it will be disseminated to several contractors to bid on the project.

BOD Officer Election Process: Call for Candidates sent- a reminder had been sent that the deadline is June 24, 2022

Board Letter Cabral-Owner Correspondence update-The Board and the Cabrals' are seeking third party guidance to find a resolution on this matter

HOA Sewer Lateral inspections plan/quote-It was M/S/P to approve a proposal from Bellows Plumbing to complete the inspection as required by law by 2023.

Garbage can notice update.: Tom reported that putting reminder notices on the trash cans that were left out after garbage pick up had proved to be quite successful.

Tree – next phase update, and planned cost.-The Landscape committee will work on identifying the next phase of trees that need maintenance.

Mello- next steps letter-It was reported that the clean up was in process and progress had been made.

There were items that were too large to remove and would require assistance to remove.

NEW BUSINESS

Clarification of clubhouse use for long term renters- Dianne and Judy will work together to assure that the governing documents agree with the Clubhouse rental rules as presently stated.

Janitorial proposals-A1 Janitorial had presented 3 proposals. It was M/S/P to approve a one time deep cleaning of the clubhouse for \$800.00 and then monthly cleaning for \$320.00

Budelli Letter re: removal of temp staircase-Management was directed to change the correspondence to put a deadline of July 1, 2022 for the removal of the temporary structures that were put in for the completed remodel.

CDS Composting program -Judy had been approached by an owner to consider a program of installing compost bins for use by the members. Bob suggested that some of the lumber that was removed during the construction project could be repurposed. The discussion was tabled to be revisited at a later date.

WORK ORDER:

The Board reviewed the work order report as prepared by management.

NEXT BOARD MEETING SCHEDULED TO BE HELD: Since the normal Board meeting time of the first Monday of the month falls on the July 4th the meeting will be rescheduled to July 11, 2022 at 4:00 PM.