

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

January 8, 2018 at 6pm

CDS Clubhouse, 400 Abalone Drive, La Selva Beach

**CALL TO ORDER:**

The meeting was called to order at 6pm by Henry Bose. A legal quorum of Directors was present to conduct the meeting. Legal notice was by actual written notice posted on the community bulletin board as prescribed in the Association's bylaws.

**DIRECTORS PRESENT:**

The directors present were Henry Bose, Jesse Fielding and Bob Carpenter. Directors absent were Mary Ann Herlihy and Paul Van Hoorickx.

**OTHERS PRESENT:**

Also present at the meeting was Scott Thomas who serves as the Association's on-site manager.

**PRESIDENT'S REPORT:**

The President gave the meeting a report on his understanding of status of the Sand Dollar median project, the restoration of the beach stairs from the parking lot in Manresa Upland State Park and the deck supports at 443 CDS and neighboring units. The median project continues. Sand Dollar Beach Homeowners Association has gotten the requisite authority to proceed with the project and both it and CDS are looking to work out an arrangement with K&D Landscaping to implement the project. The State has contacted CDS looking for support from members regarding restoration of the stairs and a waiver by the Coastal Commission of Coastal Development Permit requirements. A letter will be sent to homeowners requesting such letters including a sample letter. The supports for the deck posts at 443 CDS and neighboring units will be enhanced by removing and chemically treating the rust damage, adding additional bracket support and expanding the concrete base.

**FINANCIAL REPORTS:**

The meeting reviewed the Association's financial report for the eleven month period through November 30, 2017.

Balance Sheet Report. Total funds on deposit \$1,170,399.54

Operating Fund Report. Revenues total \$344,193.54; expenses total \$318,806.87; net change +\$25,386.67

Reserve Fund Report. Revenues total \$175,284.26; capital expenses total \$60,630.45; net change +\$114,653.81

Aged Receivable Report. All members are current with 2 dues exceptions and 4 other amount delinquencies – all under 30 days past due.

**ON-SITE MANAGER’S REPORT:**

Scott Thomas reported to the Board on his activities since the Board’s last meeting. A copy of this report is attached hereto and made a part of these minutes.

**RECAP OF WORK ORDERS AND CORRESPONDENCE:**

No comment or question was made regarding the one work order referred to in the Board packet and no new work orders were requested.

**OLD BUSINESS:**

**Deck Maintenance Policy.** The Board then discussed its policy with respect to owner responsibility for the repair and maintenance of deck additions and enhancements. Two possibly approaches were discussed (1) holding the homeowner responsible for the actual improvement only, or (2) holding the homeowner responsible for a percentage of the total deck and railings etc equal to the percentage improvement for each made by the homeowner. The CC&Rs for CDS express the former responsibility. It was the feeling of the Board that the percentage approach could be cleaner and simpler and should be tried on a going forward basis subject to legal resolution with the CC&R provisions.

**Rat Abatement Program.** The Board then reviewed a report from Terra Pest Services regarding the rat abatement program currently underway. It was noted that the bait stations evidencing the most activity were at the developments perimeter. All bait stations requiring it were re-baited. The Board determined to continue with the program. No rat complaints have been received.

**NEW BUSINESS:**

**2018 Reserve Projects.** The Board reviewed and discussed a list of the projects and components identified as possible reserve actions in 2018 in the Board’s 2018 Reserve Plan. A copy of the list is attached to these minutes and made a part hereof. The Board determined to go forward with items 1 through 7 and 9 and 10 on the list, develop a plan for Clubhouse improvements encompassing all or some of items 11 through 20, implement items 21 and 22, review items 22 through 30 with the pool maintenance company, defer the seal coating of parking spaces until the streets themselves are seal coated (item 31), direct management to undertake inspections of items 8 and 32 through 36 and report on any such work as should be undertaken, and defer on items 37 through 39. It was also determined to add improvement of the lighting on the path between the tennis courts and the units on Oyster to the list of 2018 reserve projects and conversion to a salt water filtration system and a variable speed pump to possible pool projects.

**Interior/Exterior Repairs.** The Board next discussed homeowner/Association responsibility for sewer line repairs required in the crawl space under an individual unit. It was determined that the crawl space was not common area and that the HOA’s sewer line

responsibility began at the property line so that any repairs to the line in the crawl space are the responsibility of the homeowner.

**HOMEOWNERS FORM THE FLOOR:**

No homeowner attended the meeting or presented anything for consideration form the floor.

**NEXT MEETING DATE CONFIRMED:**

The Board confirmed that its next meeting with be on February 5, 2018.

**ADJOURNMENT:**

There being no further business to bring before the meeting the meeting was adjourned ant 7:30 pm.

**ADD BOILERPLATE**