

CANON DEL SOL HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

September 11, 2017 at 6:00 p.m.
CDS Clubhouse, 400 Abalone Drive, La Selva Beach

CALL TO ORDER:

The meeting was called to order at 6:01 p.m. by Henry Bose. 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:

Henry Bose, Bob Carpenter, Mary Ann Herlihy and Paul Van Hoorickx.
Absent: Jesse Fielding.

OTHERS PRESENT:

Michele Suttora, from the Management Company, Michele serves as the recording secretary appointed at the outset of the Meeting. Also, present Scott Thomas, who serves as the Association's On-Site Manager.

Jerry Moore, President of Sand Dollar HOA.

LANDSCAPE – MEDIAN

Jerry Moore presented CDS with a check in the amount of \$877.50 for median expenses incurred. Jerry notified the CDS Board that Sand Dollar's amended CC&R's were being sent to members later this week to vote on and that Sand Dollar fully supported efforts to improve the Sand Dollar median and has approved \$25,000 in expenses for such improvement.

MINUTES:

Minutes from the Board of Directors Meeting held on July 31, 2017 were approved as presented.

FINANCIAL REPORTS:

Financial reports for the 7-month period through July 31, 2017:

Balance Sheet Report. Total funds on deposit \$1,145,002.

Operating Fund Report. Revenues total \$219,166. Expenses total \$197,804. Net change +\$21,362.

Reserve Fund Report. Revenues total \$111,381. Capital repairs total \$14,279. Net change +\$97,102.

Aged Receivable Report. All members are current with seven exceptions, seven under 30 days past due. Thirty-nine owners are prepaid.

\$150,000 will be moved from the Reserve account to a new 12-month CDAR.

ON-SITE MANAGERS REPORT:

Scott Thomas reported to Directors, in a written report, on items for the current period ending August 31, 2017. A copy of the report is made a part of these Meeting Minutes.

PRESIDENTS REPORT:

None.

RECAP OF WORK ORDERS AND CORRESPONDENCE:

The Board reviewed work orders included in their packet.

NEW WORK REQUESTS:

- Comcast to trouble shoot cable not working in clubhouse

LANDSCAPE COMMITTEE

Included in Scotts report.

Homeowner request – 313 CDS. The Board approved the improvement of the landscaping along their driveway as set forth in the owners' request dated July 12, 2017 with and no supporting wires or stakes, metal or otherwise, extending above the existing cement wall; the owners to be responsible at their expense for the removal of existing landscaping and installation of new plants and the HOA for requisite improvement to the irrigation

ARCHITECTURAL COMMITTEE:

Deck Expansion – 466 Abalone. Tabled for revised plans.

Solar Policy and Owner Agreement. The Board reviewed and approved the revised proposed Solar Policy presented to the meeting and directed that it be sent to homeowners for the required 30-day review. A copy of the revised policy is attached to these minutes.

The Board reviewed approved the form of agreement required by the Policy to be signed by those seeking to install solar system presented to the meeting. A copy of the form agreement is attached to these minutes.

Solar – 431 Santa Monica. A motion was made to approve the application by the owners of 431 Santa Monica to install solar power system on the roof of their unit subject to execution by the owners and the Association of the agreement required by the approved Policy and the standard conditions accompanying Board approval of external changes to units within the development, seconded and passed unanimously.

SOCIAL:

None.

OLD BUSINESS

Reserve Fund Expenditures 2017.

Roof Inspections. The Board reviewed the roof inspections provided by Cal Coast Roofing. A motion was made to approve the recommended roofing repairs in

the amount of \$18,600 to be paid from Reserves and coded according to Section A, B and C, seconded and passed unanimously.

The Board also reviewed a report for dry rot, trim and siding repairs provided by Cal Coast Roofing. Tabled for further information.

Deck Inspection – 460 Abalone. The Board reviewed proposals ranging in the amount of \$3,540 - \$6,000 for repairs. A motion was made to accept the proposal from Cal Coast Roofing in the amount of \$3,540, seconded and passed unanimously.

Rat Abatement Program. The Board reviewed proposals ranging from \$8,640 to \$29,143 for a rat abatement program for the community. The Board approved the proposal from TerraX for the installation of 80 rat stations throughout the development for a first month initial fee of \$2,700 and a \$540 monthly service for 6 months, seconded and unanimously passed.

NEW BUSINESS

Draft 2018 Operating Budget and Reserve Plan. The draft operating budget and reserve plan were presented to the Board for review.

Homeowner Communication – 329 CDS. The Board reviewed communication between homeowner at 329 Canon del Sol, Henry and the property manager for 296 Pismo regarding the tenants at 296 Pismo. Henry has been working with the property manager to resolve the issues.

Reserve expenditures:

Roof repair 484-466 Arca. A motion was made to approve the Reserve expenditure in the amount of \$600 for roof repairs, seconded and passed unanimously.

Exterior Building Repairs, 443 CDS and 479 Arca. A motion was made to approve the repair expenses in the amount of \$7,197 for repairs to 443 CDS and 479 ARCA such amount to be paid from reserves and charged to external building repairs for Section C, seconded and passed unanimously.

HOMEOWNERS FROM THE FLOOR. None.

NEXT MEETING DATE CONFIRMED:

Directors Meeting – Monday, October 2, 2017

ADJOURNMENT:

There being no further business to bring before the Association's Board of Directors, a motion was duly made, seconded, and by unanimous voice vote of Directors present adjourned the public portion of the Meeting at 7:32 p.m.

Closed Executive Session.

Session was called to order at 7:32P.M. to review management contract.

Adjournment

Directors adjourned the closed executive session at 7:45 P.M. by a unanimous vote for a motion to adjourn. MSP.

WIFI IN THE CLUBHOUSE.

Username:XXXXXXXXXX

Password: XXXXXXXXXXXX

IMPORTANT REMINDER!

EMERGENCY CONTACTS:

SCOTT THOMAS, ONSITE MANAGER (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.