

CANON DEL SOL HOMEOWNERS ASSOCIATION

**BOARD OF DIRECTORS MEETING MINUTES**

March 7, 2011 at 6:30 p.m.

CDS Clubhouse, 400 Abalone Drive, La Selva Beach

**CALL TO ORDER:**

The meeting was called to order at approximately 6:30 p.m. 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:**

Mona Salvage, Jesse Fielding and Mike Barber. Absent: Bob Fennell.

**OTHERS PRESENT:**

Ernie Anderson, from the Management Company, who served as the recording secretary at the outset of the Meeting. Also present was owner Scott Thomas, who serves as the Association's On-Site Manager.

**MINUTES:**

Minutes from the Board of Directors Meeting held February 7, 2011 were approved as corrected. A motion was duly made, seconded, and passed by unanimous voice vote.

**FINANCIAL REPORTS:**

Financial reports were reviewed by Directors for the two-month period ending February 28, 2011 and accepted as presented. The following breakdown of information was noted for the Meeting Minutes:

**Balance Sheet Report:** A total of \$564,828 was on deposit in Association bank accounts. Delinquent dues in Aged Receivables total \$5,023

**Operating Fund Report:** Sources of income are at budget (99.47%); total expenses through February 28<sup>th</sup> are at 54% of budgeted amount. Net changes in fund, contributions less expenses paid, net change of + \$19,981

**Reserve Fund Report:** Sources of income are at budget (100%). Interest income to date totals \$ -0-. Reserve repairs total \$2,943. The reserve fund shows net changes in fund, contributions less expenses paid, net change of + \$45,570

**Aged Receivable Report:** All owners are current in the payment of their Association dues with the following exceptions: Six owners have delinquent amounts owing to the Association. All six owners are one month, or less, past due. \$3,885.. Penalty fees were charged to all delinquent accounts.

Seven owners have prepaid dues for a total of <\$7,137.>

**ON-SITE MANAGERS REPORT:**

Scott Thomas reported to Directors, in a written report, on items for the current period ending February 28, 2011. A copy of the report is made a part of these Meeting Minutes.

#### **RECAP OF WORK ORDERS AND CORRESPONDENCE:**

A recap of work order requests and correspondence were reviewed by Directors. A copy of this report is also made a part of the Meeting Minutes.

#### **NEW WORK ORDER AND CORRESPONDENCE REQUESTS:**

- Annual Owners meeting April 16<sup>th</sup>.
- Prepare roster sheets for owners to revise info for Roster Binders at An. Mtg.
- Ernie to sign Saviano bid proposal for Tennis Court repairs, schedule work April or May when weather permits.

#### **LANDSCAPE COMMITTEE:**

1. Labor Ready help hired for pending work: remove ice plant at SD and Sea Horse, replant at Detention Pond #3
2. Labor Ready help to remove pampas grass, Scott to spray with RoundUp
3. Mona met with landscape designer, Nathan to review various planting concepts, various areas. It is planned to have renovation areas completed prior to Annual Meeting early April.
4. Four trees have been approved for pruning in front of Barber residence. Total cost to be shared 50% owner and 50% HOA. Thanks Mike!

#### **ARCHITECTURAL COMMITTEE UPDATES:**

1. After discussion Directors voted their approval to order forty (40) each exterior light fixtures at a cost of \$31.88 on sale on the Net.
2. Members can purchase fixtures from CDS at cost, and install to replace old broken existing fixtures.
3. Barry Bakner request for installation of Sat Dish at rear of residence approved.

#### **FINANCIAL COMMITTEE UPDATES:**

No report.

#### **ENVIRONMENTAL COMMITTEE UPDATES:**

**Beach Path Drainage Work:** Robert DeWitt confirmed that the County and State have issued a permit to do the drainage work proposed. Correspondence received from SCCO PW Dept. Confirms permits are approved and work may proceed, under the directions of the State permit previously issued.

It was agreed that unless the State offers to step in and do the work (for a fee) that CDS will schedule the contractor already approved for this work.

Attorney, and CDS member, Terry Hughmanick has made contact with the nursery's attorney and it is planned to meet to discuss repairs, and damages. It was disclosed that CDS has paid approximately \$32,000 for erosion control and drainage repairs.

**COUNTY SERVICE AREA "CSA 5":**

Public Works John Swenson has determined that a special assessment for treatment plant work in 2011 will not be required. The next tax bill for sewer will only increase approximately \$17.00 which is a cost of living index increase.

**NEW BUSINESS:**

The County is looking at removal of trees in the median on Sand Dollar Drive that are dead or near death. They will send a report to the Association before work starts.

**Parking Permits Approved:** Directors requested that a parking permit be provided for use by the Board. When residents request permission for short-term visitor parking Directors wish to have a permit that can be placed on the dash.

**PENDING ITEMS:**

**Electric Service under Marina Del Rey:** Scott reports that the pipe has been installed under the street by 49er. Total cost was \$2,200.

Eveready Electric bid \$500 - \$700 to pull the wires. Work is scheduled.

**Capitola Pump:** We are waiting for the new pump which will be installed for Irrigation Station "B" after the underground wire is extended with 220 wire.

**Legal Document Revision Bid:** The Board of Directors requested that Ernie follow up with attorney Cathy Phillipovitch to find out what the cost would be to revise and update the Association CC&Rs. Her bid is pending.

**ORAL COMMUNICATIONS:**

None.

**NEXT MEETING DATE CONFIRMED:**

Directors confirmed that they will meet next on Monday, April 4, 2011 at 6:30 p.m. in the Clubhouse.

April Annual Owners meeting will be held on Saturday, April 16, 2011 (10:am).

**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 8:15 p.m.

**WEBSITE INFORMATION REMINDER:**

Name of Website: [www.canondelsol.litesites.info](http://www.canondelsol.litesites.info)

Password: surfandsun

**IMPORTANT REMINDER!****SHUT YOUR WATER OFF WHEN LEAVING POLICY REMINDER:**

Ernie reminds everyone to remember to shut off the water supply to your residence whenever you are leaving your home for more than the day. Water shut off valves are 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, is an individual unit owner responsibility.