

**CANON DEL SOL HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

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

CALL TO ORDER:

The meeting was called to order at approximately 4:04 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 & Bruce Margon.

DIRECTORS ABSENT: None

OTHERS PRESENT:

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

MINUTES:

Draft Minutes from the Board of Directors Meeting held on December 6, 2021, were reviewed. A motion was Made, Seconded, and passed as distributed and amended.
(MSP 5/0).

FINANCIAL REPORTS:

Financial reports for the 12-month period through November 30, 2021:

Balance Sheet Report – Total funds on deposit \$1,472,895.

Operating Fund Report – Revenue's total \$366,277 Expenses \$286,500. Net Gain of \$79,776.

Reserve Fund Report – Revenue's total \$219,741. Capital Expenses total \$11,248 Net gain of \$208,493.

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

ON-SITE MANAGERS REPORT:

Tom is continuing the cleaning of storm drains. Tom reported that the glass panels located on the balcony of 461 Canon are sliding and the deck rails are damaged. Board asked ACO to obtain a proposal for the necessary repairs. Tom also reported that the retaining wall located at the County's sewer plant is getting worse and that Abel Fencing is set to install the gate at Seahorse/backside of Arca this month (January). Tom also reported that the fire extinguishers in the clubhouse have been updated.

PRESIDENTS REPORT:

President Bob Carpenter reported that the County is aware of the status of the retaining wall project and they are being updated on the progress . Bob also reported that a wireless camera has been installed at the pool.

LANDSCAPE COMMITTEE REPORT: Judy reported that at the next landscape committee meeting they will discuss how to manage reimbursements for plants purchased by owners. This meeting is scheduled to be held Friday, January 7th.

OLD BUSINESS:

- A. CSA5 Retaining Wall Proposal (Perkins Const.):** Due to spike in steel costs the previous bid for \$50,000 from Perkins Construct increased by \$10,000. Motion was made, seconded, and passed to approve the revised proposal from Perkins Construction at cost of \$60,000 (MSP 5/0).
- B. Chimney Cap Inspection:** This has been deferred to the next meeting.
- C. Street Signs Update:** Board is still waiting to hear back from the city on whether they have any requirements in place before ordering new street signs. This has been deferred until the next meeting.
- D. ARC Short Form Update:** Still in process and has been deferred to the next meeting
- E. Solar Update at the Clubhouse:** A decision was made by the Board to continue moving forward with solar install, even though we are not guaranteed to benefit from the PG&E decision, which means our solar would either pay for itself in 6-7 years, or in 10 years. An additional deposit of \$4000 was MSP, to lock in our Solar project with Alterra Solar. Board acknowledges that the total deposit of \$5000 is non-refundable.

NEW BUSINESS:

- A. Proposal to Replace Clubhouse Doors (Delta Glass):** A motion was made, seconded, and passed to approve the proposal to replace all three doors at a cost of \$23,000 with NTE \$25,000 and must include installed prep (i.e., wiring) for future card key lock capability of the main entry door only (MSP 5/0).
- B. Gutter Inspection Report Section-B from Joe's Windows & Gutters:** The Board asked management to obtain a proposal for the replacement of gutters noted in the report.
- C. Discuss Gutters Located at 455, 401, 431 & 329 Canon:** 401 & 329 Canon were on the list from Joe's Windows & Gutters. Tom will assess the gutters located at 431 & 455 Canon to determine if these gutters also need to be replaced.
- D. Eucalyptus Grove Cleanup Proposal with SDB:** Sand Dollar Beach received a proposal to clear away overgrowth of the Eucalyptus Grove at a cost of \$6,000. SDB asked Canon Del Sol to pay half (\$3000). Bob will ask Diane Lehmann to represent CDS on discussions regarding this subject.

HOMEOWNERS FROM THE FLOOR: None Present

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 5:00 p.m.

Next Meeting Date
Monday, February 7, 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