

WOODSIDE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
July 26, 2021

MINUTES

I. Call to Order

President Lyn Efken called the meeting to order at 7 pm. All Board Members were present: Efken, Craig Shields, Cyrus Youssefi, Bill Sessa, Kim Edwards, Fernando Garibay-Mena and Pamela Williams. Approximately 24 homeowners and Community Manager Angelina Dawson were in attendance.

II. Executive Session Disclosure

Board Member Williams reported that the Board met in Executive Session for approximately 90 minutes prior to the Open meeting. The Board approved two sets of Minutes from its previous Executive Session and an Emergency Executive Session; discussed six legal issues; voted on one item of owner discipline as recommended by the Rules Hearing Committee; reviewed a Collections Report and discussed personnel issues.

III. Approval of Minutes

A. Approval of Minutes of June 29, 2021 Board of Directors Meeting

MOTION by Edwards, seconded by Williams, to approve the Minutes of the June 29, 2021 Board of Directors meeting as amended. Adopted unanimously.

IV. President's Report

President Efken reported that the Sierra Clubhouse is nearly completed and the final details include shower doors, landscaping and paint and that it is expected to be finished by mid-August. After one round of warnings, at least 17 residents came into the Office to register their cars and receive the appropriate stickers. In the future Security will issue violation notices instead of warnings.

V. Community Manager's Report

The Community Manager reported that Maintenance staff completed 70 work orders in the last month; the arbor construction is completed at **Building 708**; three liquid amber trees have been removed; a concrete walkway was replaced at **Building 605**; sheds were rebuilt at **Buildings 602** and **730**; balconies were repaired at **Buildings 602** and **660**; a new gate was installed at **Building 652**; Woodside has purchased a concrete grinder and the staff is beginning to shave uneven spots on walkways; three water leaks were repaired; the roofs in Old and Sierra have received their annual cleaning; the AC condensate lines in all buildings have

received their annual maintenance; 120 feet of drain pipe was replaced near the bridge between Old and East; and staff is cleaning cobwebs in carports and stairwells.

VI. Open Forum

Management tracks comments and follows up on them as needed.

VII. Treasurer's Report

Treasurer Cyrus Youssefi reported that Woodside completed the 2020/21 fiscal year with \$1,271,000 cash on hand, compared to approximately \$550,000 the previous year. Some savings were due to staff vacancies, especially in Security and Construction. Utility expenses for water, sewer, garbage and natural gas were \$50,000 over budget, mostly from normal rate increases, although natural gas expenses from PG&E continue to be abnormally high and account for more than half (\$27,000) of the overage. The budget includes \$1.6 million to repair roofs, renovate buildings and repair asphalt.

MOTION by Edwards, seconded by Garibay-Mena to accept the Treasurer's report. Adopted unanimously.

VIII. Old Business

A. Bids for Re-shingling 740

MOTION by Sessa, seconded by Youssefi, to award a contract for \$103,640 to CalPro Construction and Painting predicated on Cal Pro obtaining permit sign-offs, that the Architectural Committee must approve the paneling and paint colors; and that 10 percent of the contract amount be retained for up to 30 days after project completion. Adopted unanimously.

B. Sierra: 6 Carport Repair Bids

MOTION by Youssefi, seconded by Shields, to award a contract for \$92,047 to Earth First predicated on their agreement to eliminate permit and engineering fees; accept an upfront fee and a retention of 10 percent of the contract amount until the project is completed and that they guarantee materials for 20 years and labor for five years. Ayes: Efken, Shields, Youssefi, Sessa, Edwards, Garibay-Mena. Abstain: Williams. Adopted by vote of 6-0-1.

IX. New Business

A. Gas Logs: Next Steps

No action was taken on this item.

B. Staff Feedback Form

After presentation of the concept by Board Member Edwards, and discussion among the Board Members of the pros and cons,

MOTION by Edwards, seconded by Garibay-Mena, to retain the concept but be aware of any liability and create something the Board is comfortable with. Ayes: Edwards, Garibay-Mena. Noes: Efken, Shields, Youssefi, Sessa, Williams. Motion failed by a vote of 5-2.

X. Committee Reports

A. Architectural Committee

1. 222902: New Window
2. 2215-5 New Window
3. 2238-9 New Window

MOTION by Williams, seconded by Youssefi, to accept the recommendations of the Committee to approve all three projects. Adopted unanimously.

B. Rules Revision Committee: Unsightly Cars

This item was held over to next month.

XI. Adjournment

MOTION by Shields, seconded by Efken, to adjourn. Adopted unanimously. Meeting was adjourned at 8:50 pm.

Respectfully submitted,

Bill Sessa

Board Secretary

APPROVED: _____ BOD 8/24/21_____