

WOODSIDE ASSOCIATION INC.
Board of Directors Meeting, Open Session
September 27, 2022

MINUTES

I. Call to Order

President Lyn Efken called the meeting to order at 7:08 pm. All Board members were present: Efken, Craig Shields, Cyrus Youssefi, Bill Sessa, Kim Edwards, Hassan Pejuhesh, and Pamela Williams.

II. Executive Session Disclosure

Board Secretary Sessa reported that the Board met in Executive Session for approximately two hours prior to the Open Session. The Board approved the Minutes of the August 23, 2022 Executive Session; renewed a contract with WASH; discussed legal issues including an insurance claim and procedures for contacting the Association's attorney; approved two recommendations from the Rules Hearing Committee regarding owner discipline; approved a property lien, and discussed personnel issues.

III. Open Forum

The Community Manager takes note of comments and follows up on them as needed.

IV. Consent Calendar

- A. Minutes of the August 23, 2022 Board of Directors Meeting
- B. Move November Board meeting date to December 6
- C. Pending Employer-Related New Laws

MOTION by Edwards, seconded by Williams, to approve the Consent Calendar. Adopted unanimously.

V. President's Report

President Efken reported that carpet is being installed and repair of flood damage in the Association office is nearly complete. A SMUD electrical line near Gate 2 caught fire and damaged three redwood trees which will be replaced; staff is patrolling the grounds to identify "trip and fall" hazards so they can be repaired, tree-trimming is being done on a regular bi-weekly basis; the courtyard in Building 708 will be the next to be landscaped; lights will be added so the flag at the main Clubhouse can be flown 24/7 and clubhouses will, as of 10/15, be locked during regular hours and will require a PED key for residents to access.

VI. Community Manager's Report

Community Manager Camera noted that she has been on staff for 90 days and is continuing to learn about issues on the property and how committees operate. The Association's flood insurance policy has been renewed and homeowners should expect disclosure notices in the mail soon; a new patrol officer has been hired for the graveyard shift; a new maintenance person has been hired and will start work next Monday; the maintenance staff completed 40 work orders in the previous month, including new lights at the entrance to the Old Clubhouse; two shed and carport projects are near completion and the hardware on pedestrian gate #9 has been repaired.

VII. Treasurer's Report

Treasurer Cyrus Youssefi reported the Association's total liquidity as of August 31 was \$1,635,561. He reported the Operating Account balance as \$234,303; Accounts Payable as \$139,442; the Replacement Reserve Account as 41,439,199; the Reserve Account as \$1,540 and the Flood Account as \$101,500. He also reported a negative cash flow of \$13,031 year to date and noted expenses in every budget category, including staff, legal fees, and utilities (water, natural gas), was over budget for this early part of the fiscal year.

VIII. Committee Reports

A. Rules Revision Committee

The Board discussed the process by which the proposed Rules were developed.

MOTION by Shields, seconded by Pejuhesh, to disband the existing Rules Revision Committee, re-constitute it with new members and for the Committee to produce a more comprehensive revision of the Association's Rules. Ayes: Shields, Youssefi, Edwards, Pejuhesh. Noes: Efken, Sessa, Williams. Motion adopted 4-3.

B. Architectural Committee

1. 2278-1 (installation of strand lighting)

MOTION by Sessa, seconded by Williams, to accept the Committee's recommendation to deny the application as submitted. Adopted unanimously.

C. Tree Committee

Chair Connie Brown presented a verbal report to the Board.

D. Environmental Committee

Committee member Mrea Csorba presented a verbal report to the Board.

IX. Old Business

A. Alarm Bids for Office and Maintenance

MOTION by Pejuhesh, seconded by Sessa, to award a contract of \$3,970 to Alert360.com to provide alarms for the Maintenance and Office areas for 36 months. Ayes: Shields, Youssefi, Sessa, Edwards, Pejuhesh. Nays: Williams. Abstain: Efken. Adopted on a 5-1-1 vote.

X. New Business

A. Owner/Tenant Accountability

B. Town Hall Update

The Owner/Tenant Accountability report was written and included in the agenda materials. Board Member Perjuhesh presented his Town Hall update verbally.

C. IT Bid

MOTION by Sessa, seconded by Shields, to award a contract of \$1,680 to CoreSolutions to provide an integrated back-up for the Association's computers. Adopted unanimously.

D. Gate 5 Replacement

MOTION by Shields, seconded by Sessa, to award a contract of \$2.478 to fabricate new hinges and repair the gate. Adopted unanimously.

E. Sewer Replacement Line, Building 2229

This item was tabled pending receipt of more bids.

F. Landscape Bids

MOTION by Efken, seconded by Shields, to approve three contracts totaling \$5,919 to Fernandez Landscape Management for the clean-up of stump grindings and re-seeding in the park area; renovation of the island near Gate 2; and tree-replanting and renovation of the park area. Adopted unanimously.

MOTION by Williams, seconded by Shields, to approve a contract for \$3,380 to Fernandez Landscape Management to renovate the bare land areas between Buildings 879 and 883, contingent on the availability of proper irrigation. Adopted unanimously.

XI. Liens

MOTION by Williams, seconded by Sessa, to file a lien against account number 0000275. Adopted unanimously.

XII. Adjournment

MOTION by Sessa, seconded by Shields, to adjourn. Adopted unanimously. The meeting adjourned at 9:56 pm.

Respectfully submitted,

Bill Sessa, Secretary

APPROVED _____