

**WOODSIDE ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
FEBRUARY 28, 2023**

**MINUTES**

**I. CALL TO ORDER**

President Lyn Efken called the meeting to order at 7:06 pm. All Board members were present: Efken, Craig Shields, Cyrus Youssefi, Bill Sessa, Kim Edwards, Pamela Williams and Hassan Pejuhesh.

**II. EXECUTIVE SESSION DISCLOSURE**

Secretary Sessa reported that the Executive Session began shortly after 5 pm. The Board approved the Minutes of its January 24, 2023 Executive Session; reviewed three legal issues, approved recommendations for two instances of homeowner discipline; reviewed the Collections Report; approved two Notices of Default; and discussed personnel issues including a report from the Human Resources Committee. The Executive Session adjourned shortly before 7 pm.

**III. OPEN FORUM**

The Community Manager tracks comments and follows up as necessary.

**IV. PRESIDENT'S REPORT**

President Efken urged homeowners to be vigilant about trespassers and incidents on the grounds. She reported that groups of teenagers from the surrounding neighborhood have been roaming the Woodside property at night and the result has been windows broken in a few cars and an assault on a patrol officer, which was reported to the Sacramento Sheriff's office. She cautioned that residents should not confront individuals or put themselves in the middle of a dangerous situation but should take action to help by calling Security or the Sheriff if they see or hear anything unusual.

Efken also noted that 35 residents attended a Saturday afternoon Valentine's Day celebration in the Old Clubhouse, and thanked those volunteers who organized the event.

**VI. COMMUNITY MANAGER'S REPORT**

Community Manager Camara noted the Association is still cleaning up damage from the January storms. The storm took out 16 large trees and damaged eight units in five buildings, but repairs are now starting after weeks of surveys and investigations by insurance adjusters. Camara noted that over \$70,000 worth of storm debris, including broken tree limbs and other

landscape materials, have been removed from the property. On the day of the Board meeting the Association received a check for \$100,173. from its insurance company, with more payments to come to compensate the Association.

Camara also emphasized that the move to a new laundry payment system will not cause homeowners to lose any money they have on existing laundry cards. She explained that WASH, the company that provides washers and dryers, switched to a new payment system without giving Woodside any advance notice. The switch caught some homeowners by surprise, who were unable to use their old cards for a weekend. A machine in the Association Office can transfer any funds from the old card system to the new, and laundry machines can now also be operated with a convenient mobile phone app.

## **VII. TREASURER'S EPORT**

Treasurer Youssefi reported that, as of January 31, Woodside's total liquidity was \$1,453,890. That included an Operating Account balance of \$14,147; a Reserve Account balance of \$1,400,000; and \$137,750 in the Flood Account. Reserve Account expenses totaled \$203,373 and cash flow for the month was a negative \$104,427. Accounts payable totaled \$320,000, in part due to the cost of a new boiler and excessive energy costs. Income year to date is \$40,000 below budget.

**MOTION** by Sessa, seconded by Edwards, to accept the Treasurer's Report. Adopted unanimously.

## **VIII. COMMITTEE REPORTS**

### **A. Architectural Committee**

1. 2270-7
2. 739-1

**MOTION** by Williams, seconded by Youssefi, to accept the recommendations of the Committee. Adopted unanimously.

### **B. Landscape Committee**

No action was taken on this item.

## **IX. OLD BUSINESS**

### **A. Owner/Renter Ratio**

The Board received an informational update by Board Member Edwards.

### **B. SB 326 Elevated Structures**

The Board discussed the need for more action on this pending large project; Management was asked to bring one or more experienced structural engineers or architects to the Board to begin implementation as soon as possible.

### **C. Review Homeowners Rules Comments and Adoption of Proposed Rules Revision**

Board Member Williams summarized the ten comments received in response to the mailing of proposed Rule changes to all homeowners. **MOTION** by Williams, seconded by Sessa, to accept three of the suggested changes: 1) the revisions to holiday and year-round lighting; 2) the clarification in the trash pickup sentence to “as contracted”; and 3) the listing of committees in alphabetical order. Ayes: Efken, Shields, Sessa, Edwards, Pejuhesh, Williams. Nayas: Youssefi. Motion passed on a vote of 6-1.

## **X. NEW BUSINESS**

### A. Flood Update Plan

The Board reviewed updates to the plan but no vote was taken.

### B. Vasquez Tree Service Contract Renewal

This item was tabled.

### C. Norcal Tree Maintenance Plant Health Care Treatment Plan for Aphids

This item was tabled.

### D. Annual Boiler Maintenance Bid

**MOTION** by Pejuhesh, seconded by Edwards, to award a contract to James Hannah Mechanical, estimated at \$2,400 per year, to provide semi-annual maintenance on hot water boilers. Ayes: Efken, Shields, Sessa, Edwards, Pejuhesh, Williams. Nayas: Youssefi. Adopted on vote of 6-1.

### E. Laundry Room Boiler #1 Room Replacement Doors

**MOTION** by Sessa, seconded by Williams, to award a contract to Trudoor for \$2,851 to provide metal doors for laundry room boiler #1. Adopted unanimously.

### F. Recirculating Pump for Boiler Room #3 in East

**MOTION** by Sessa, seconded by Youssefi, to award a contract to Bay City Boiler for \$15,450 to manufacture a new recirculating pump for Boiler #3 in East. Adopted unanimously.

### G. Asphalt and Concrete Bids for Gates 1,2,3 and 5

This item was tabled to develop specs for bidders.

### H. Old Clubhouse A/C and Roof Repair Bid

This item was tabled to obtain bids for replacing the A/C.

## **XI. LIENS**

**MOTION** by Williams, seconded by Sessa, to issue a Notice of Default for account numbers 0000282 and 0000702. Adopted unanimously.

## **XII. ADJOURNMENT**

MOTION by Williams, seconded by Sessa, to adjourn at 9:35 pm. Adopted unanimously.

Respectfully submitted,

Bill Sessa, Secretary

APPROVED \_\_\_\_\_