

**WOODSIDE ASSOCIATION INC.**  
**Board of Directors, Open Session**  
**March 28, 2023**

**Minutes**

**I. Call To Order**

President Lyn Efken called the meeting to order at 7:00 p.m. All Board Members were present: Efken, Craig Shields, Cyrus Youssefi, Bill Sessa, Kim Edwards, Hassan Pejuhesh and Pamela Williams. Community Manager Tamara Camara and Construction Supervisor Tom Brown were also in attendance.

**II. Executive Session Disclosure**

Board Member Williams reported that the Board met prior to the Open Session at 5:00 p.m. The Board approved Minutes of the February 28, 2023 Executive Session; discussed three legal issues, none of which involve litigation; reviewed the Collections Report; approved three Notices of Default; received a staffing update from the Community Manager; and received a report from the Human Resources Committee.

**III. Open Forum**

The Community Manager notes comments made and follows up as needed.

**IV. Consent Calendar**

- A. Minutes of the February 28, 2023 Board of Directors Meeting
- B Norcal Tree Service Aphid Treatment

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

**V. President's Report**

President Efken reported that an updated analysis of the owner/renter ratio reflects that 55 percent of the Association's homes are occupied by owners and 45 percent are occupied by tenants.

**VI. Community Manager's Report**

Community Manager Tamara Camera acknowledged that residents using Laundry Room #6 in East were having problems with the WASH system that was installed last month, but noted the company is working with the Association to fix those problems with some upgrades that should be in place soon.

She reminded homeowners that contractors doing private work for them must register and get a permit allowing them on the property and that security staff will begin issuing violation notices to residents who don't comply. That check-in by contractors doing private work is especially important since they have to coordinate where they are working on the property with contractors hired by the Association for repair projects from this winter's storm damage. The Association's projects, she noted, are taking more time than everyone planned due to the extra time it takes to get building permits and insurance claims settled.

## **VII. Treasurer's Report**

Treasurer Youssefi reported the Association's total liquidity was \$1,508,000, as of February 28. The Operating account balance was \$98,785; Accounts Payable totaled \$195,154; the Replacement Reserve Account balance was \$1,589,452; the Flood Account balance was \$80,000 and net monthly income was \$27,767. Youssefi noted that natural gas expenses for fireplaces was \$41,000 for the month, \$54,673 above the budget year to date, an expense that is expected to go down in April and May as the weather warms up. Overall, he said, expenses were only a little bit above budget for the year.

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

### A. Election of Treasurer

Treasurer Youssefi resigned his position as Treasurer, but remains as a Board Member. **MOTION** by Williams, seconded by Edwards, to appoint Bill Sessa as Treasurer for the remainder of the current term. Adopted unanimously.

## **VIII. Committee Reports**

### A. Architectural Committee

**MOTION** by Youssefi, seconded by Sessa, to accept the recommendations of the Architectural Committee to approve laundry installation or upgrades at units **2270-7, 706-12** and **796-2**, and to deny an application to replace the front door at unit **2294-13**. Adopted unanimously.

### B. Environmental Committee

The Board heard a verbal Committee report from Mrea Csorba.

### C. Landscape Committee

The Board heard a verbal report from Committee member Lyn Efken.

### D. Tree Committee

After verbal report by Committee Co-Chair Connie Brown, **MOTION** by Youssefi, seconded by Williams, to accept the Committee's recommendation to remove a Redwood tree at unit **2245** but after getting a second bid on the cost. Adopted unanimously.

## **IX. Old Business**

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

**MOTION** by Pejuhesh, seconded by Williams, to evaluate the cost effectiveness of a heat pump as an alternative to the A/C unit. Ayes: Shields, Youssefi, Sessa, Edwards, Pejuhesh, Williams. Noes: 0. Note: Efken was absent from the room during the vote.

### B. SB 326 Elevated Structures Update

The Board received one bid from CAM Construction for approximately \$90,000., to implement the requirements of SB326. The Manager is obtaining additional bids for the Board's review in April, with selection of a vendor in May or June.

### C. Concrete Grinding

A grinder will be rented as needed, and maintenance staff will begin with the highest priority walkways as identified in the prior bid.

### D. 740/800 Walkway and Landing Pending Permit

Earth First promised the Association that the permit would be received within two week of the March Board meeting.

### E. Stucco vs Wood Patio Enclosures

Board Member Pejuhesh presented his analysis of the long-term costs of wood fencing vs stucco walls for patio enclosures. No action was taken.

## **X. New Business**

### A. Paint/Siding Bids for Buildings 722/724 and Office

Treasurer Youssefi noted that this is a Reserve Replacement item.

### B. North Loop Replacement

A bid for approximately \$900,000 was submitted by SacVal. The issue will be considered by the Budget Committee. No action taken.

### C. Landscape Contract

The Board will be asked to approve a Landscape Contract at the April meeting. The bid from Fernandez Landscaping was included for the Board to review, and subsequent bids will be solicited.

## **XI. Liens**

**MOTION** by Williams, seconded by Sessa, to file Notices of Default on accounts #37505 and 37054. Adopted unanimously.

## **XII. Adjournment**

**MOTION** by Sessa, seconded by Edwards, to adjourn. Adopted unanimously. The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Bill Sessa

Board Secretary

APPROVED \_\_\_\_\_