

Approved April 20, 2020 ECIA Board of Directors Meeting Minutes

ECIA Board Meeting Minutes Monday April 20, 2020

Call to Order – meeting is called to order at 5:02 PM

Roll Call / Declaration of Quorum

- Board – Nancy Sulzberg, President, Melicent D’Amore, Vice-President, Sal Monaco, Treasurer, Carol Sanguinetti, Secretary, David Sorkin, Director
- Staff – Julie Navarro, GM, Michael Rogers, Operations Manager, Jessica Collins, Pool Manager, Mark Young, Compliance, Rachel Turnbough, Executive Assistant

Approval of Agenda

Amended to add motion for resignation of Steve Taratula

Announcements: Meeting is being streamed on ZOOM

- Will generate a random Meeting ID for each individual meeting
- Will enable the “Waiting Room” feature so individuals admitted instead of automatic entrance
- Participants cannot join before the Host
- Will lock the meeting once all essential individuals have joined; no one else can join (for Open meetings this function may not be possible)
- Guests will be muted, if someone has a question, please type it in and we will respond
- When recognized to speak, please state your full name and address

CONSENT AGENDA ITEMS

- General Manager’s Report
- March Board of Directors’ Session Minutes
- Covenant Compliance Report
 - Moved by Sal, Second by David, 5 in favor, no opposed

HOAMCO REPORT

- Administrative
 - Hired office assistant
 - Maintenance worker hired 3 weeks ago has resigned.
 - Julie, Mike and Rachel are still working on trainings
- Facilities
 - Purchased 2019 Ford F-150 for maintenance
 - Hike/Bike maintenance between Buena Ventura and Chusco has been completed
 - Maintenance used hot patch asphalt on hike/bike on Avenida Vista Grande west of Compadres for about a block fixing pot holes and tripping hazards
 - Security cameras are still in limbo – waiting for parts
 - Parking lot lighting has all supplies and contractors are scheduled to begin work
 - Riding arena panels at stables are on back order
 - Mechanical room at pool is complete
 - Pool shade structures are awaiting permits from CID which is online only
 - Parking lot drainage improvement in front of pool – met with three vendors and only have one quote back
 - Dog park annex has all supplies and tractor is ready to go for maintenance to start

- Damage to monument at Avenida Vista Grande has insurance claim filed and two vendors have submitted bids to repair
- The shade that was torn has quote to replace – are being ordered
- CC playground equipment pricing on new boogie board and other new toys
- Pool
 - American Red Cross gave lifeguards the “go ahead” to start online portion of lifeguard course and once closures are lifted then the second part can be completed in the pool
 - 9 new candidates and course will start this week
 - 5 returning lifeguards
 - New equipment at the pool and working with Poolside to learn how to maintain properly
 - Working on pool policy and procedure manual – will detail steps to run equipment
 - Help new lifeguards/head lifeguards can have written guidance
 - Pool is full
 - Need new covers for part of big pool – have 2 of 3 quotes for that

VARIANCE REQUESTS

- For a small accessory structure that is more than 15 feet from the home and more than 9 feet tall; the 19 Encantada Loop structure is at a distance of 25 feet from the home and 10 feet tall
 - Moved to approve variance by Mel, Second by David, 5 in favor, no opposed
- For a detached office structure that is 29 feet from the home at 1 Mimosa Road
 - Moved to approve variance by Mel, Second by Carol, 5 in favor, no opposed
- For a post and wire fence built without ECIA approval a 9 Herrado Court that exceeds the 4000-foot limit by 1604 feet
 - Motion to deny variance by Carol, Second by Mel, 5 in favor, no opposed

MOTIONS

1. Motion to affirm motions 1 – 12 presented at the March Board Session
 - a. Moved by Nancy, Second by Sal, 5 in favor, no opposed
2. Motion to affirm 57 Encantado Loop fence variance and 2 Cerrado Way chicken coop variance presented at the March Board Session
 - a. Moved by Mel, Second by David, 5 in favor, no opposed
3. Motion to appoint Barb Kastner to HOAMCO Review Task Group
 - a. Moved by Nancy, Second by Mel, 5 in favor, no opposed
4. Motion to affirm electronic vote, held April 1, to install a water softener in the pool mechanical room; the purchase is under \$5000 and therefore can be handled by ECIA's preferred vendor, Matt Topp. The purchase and work will be expedited so that it can be completed without need for schedule adjustment.
 - a. Moved by Sal, Second by David, 5 in favor, no opposed
5. Motion to appoint Paul Ingraham to the Roads Committee
 - a. Moved by Mel, Second by Nancy, 5 in favor, no opposed
6. Motion to appoint Amelia Adair to Finance Committee
 - a. Moved by Sal, Second by David, 5 in favor, no opposed
7. Motion to appoint Sandra Young to ad hoc Welcome Committee
 - a. Moved by Carol, Second by Nancy, 5 in favor, no opposed
8. Motion to accept the resignation of Steve Taratula from the Architectural Committee
 - a. Moved by Mel, Second by Nancy, 5 in favor, no opposed

NEW BUSINESS

- Annual Meeting plans
 - Virtual abbreviated Annual Meeting on May 4, 2020
 - Will include:
 - announcement of Board candidate election and Bylaws Review results

- Affirm a quorum
- Secretary will receive minutes from last year's meeting
- Lawyer Search and Legal Fees
 - Board has been interviewing possible new attorneys for our Board
 - Once a decision has been made this will be brought to the community
- Conservation Committee Report and Preserves Discussion – **See Appendix C**

OLD BUSINESS

- **Waste Management update**
 - **E-blast was sent to clarify that Waste Management is ECIA's preferred provider**
 - **Will receive a revised service agreement document**

OPEN FORUM

- Darrel and Judy Owen, 6 Mariano Rd
 - No question but has enjoyed the call
- Diana Gries, 3 Raudo Place
 - Everyone has answered question
- Mekah Gordon, 22 Juego Rd
 - Concern about residents trying to pay their HOA dues since pandemic
 - Julie is working with anyone needing special consideration. Letters were sent stating to contact the office and special arrangements will be made
 - Hoping for pool to open but asked if there could be a partial refund since amenities are closed
 - Sal – Assessment (not dues) is made and approved in budget; this cannot be changed, it is changed every 2 years. Fiduciary responsibility to maintain financial strength of association. Only way to do that would be to take it out of payroll. Assessment is for every lot owner not based on who is using what
- Barry Silver – 34 Herrada Rd
 - Confusion about 1600 sq ft fence vs 4000 sq ft variance mentioned – why the disapproval
 - Mel – Clarify 4000 sq ft is max allowed by CC&Rs. These people want to add an additional 1600 sq ft fence over the allowed amount.
 - Recommended that the Board start by sending gentle letter to rock climbers reminding them it's private lands; then if no response, have attorney get involved. Give folks an opportunity to conform to our wishes.
 - Wondered why new employee did not last 3 weeks – what does this say about the position and the training/job description given?
- Rich and Nina Landen, 46 Camerada Rd
 - First meeting and put name in as a place holder
 - Bought house on Camerada in November
- Dan Drobnis, 17 Sabroso Rd
 - Don't have anything; keeping tabs on what is going on.
- Phillipe Cohen, 22 Condesa Rd
 - New member as of February 9. Meeting is new and plan on attending further meetings. Thought it was a good meeting.
 - Interested in Conservation or Fire committees

Adjournment – Moved by Sal, Second by Mel, 5 in favor, no opposed

Meeting adjourned at 7:41 PM