

WOODSIDE ASSOCIATION INC

Board Meeting Minutes

May 26, 2009

CALL The meeting was called to order at 6:58 pm by President John Bird.

PRESENT John Bird, John Gomez, Cyrus Youssefi, Allen Anderson, MJ Mitchell, Nick Lapis. Sherman Britton represented management.

DISCLOSURE Discussed in Executive Session were Owner Discipline and Litigation.

RESERVE STUDY

Special guest was Bob Browning of the Browning Reserve Group. He discussed the current reserve study and the process. Every three years the group visually assesses the property and consults with management, the treasurer, and reviews the budget and then makes recommendations for future years anticipated expenditures. The two off-year recommendations are made based on discussion with management, the treasurer, and board president. Mr. Browning projected a goal of \$1.2 to \$1.4 million as appropriate, but there is no minimum legal requirement for reserve balances in California.

OPEN FLOOR DISCUSSION

Chad Larson requested that the Hot Water Issue be made a #1 priority by the Board. Cyrus Youssefi said water issues, particularly in East, are significant. The water system needs to be upgraded and discussion is under way as to options and costs. Electrical tankless systems are being researched. Quantity purchase/installation and grant monies for water and energy savings may reduce this cost. John Bird announced that maintenance is currently installing circulating pumps which increases water flow to buildings. \$25,000 is allocated for circulating pumps in the 2009-2010 budget. Professional leak detector companies were called in to locate the latest hot water pipe break.

MINUTES MSC (Bird/Anderson) to accept the April minutes as presented.

MANAGEMENT REPORT

Remodeling of Guest Suite #1 is complete. An open house will be held on Saturday May 30th from noon to 1:00 PM for all interested residents. The low-flow shower kits remain available in the office for residents to pick up free-of-charge. Of the 700 donated kits approximately 80 have been distributed. Approximately 280 toilets have been scheduled for replacement under the Sacramento Suburban Water District Free-Toilet Program. The sign-up list has been forwarded to California Toilet Replacement Inc. who will be calling residents to schedule the installations. We do not have a time-line for installations at this time. The revised Rules and Regulations are complete. They have been forwarded to our attorney who will review for potential conflicts with the other governing documents. We should have the finished document available for the board at the June meeting. Coupon books have been ordered and will be mailed out to the owners in early June. Located at the back of the board binder are two letters from the residents in units 2266-6 and 2266-3. As the new fiscal budget allows for additional lighting, these residents are informing the board of the need for increased lighting in their area.

Open work orders have increased as maintenance has been busy with maintenance emergencies involving construction on one carport and several walkways and landings and a broken hot water line in Woodside East.

MAINTENANCE (Report not complete due to maintenance emergency)

- Total Open Work Orders **102**
- Carport Replacement now complete **1 (716)**
- Landing Repairs continue on
- Fence and Gate Repairs
- Drains
- Expansion Boards Replaced
- Painting Projects
- Siding

SECURITY

There were no Tows, Home Break-ins, Acts of Vandalism

- Car Break-ins **1 (Sierra)**
- Stolen Cars **1 (East)**
- Cited Cars **83**
- Denver Boots **11**
- Expired Registrations **6**
- Cars with no Current Parking Stickers **5**
- Speeding Cars **5**
- Cellular Calls **76**
- Noise Complaints **7**
- Suspicious Persons **11**
- Violations Written **21**

FINANCIAL REPORT

At the end of April, there was approximately \$555,642 in cash Reserves. \$24,556 was spent on Reserves during the month. Management continues the repayment to the Reserve borrowing in the amount of \$24,351 per month. At April 30th delinquent assessments totaled approximately \$148,106. Thirty nine (39) units are currently in collections. Since 2007, 32 units have completed the foreclosure process, forcing a write-off of \$115,173 in delinquent dues, special assessments, and late fees.

ARCHITECTURAL COMMITTEE

730-12 MSC (Bird/Anderson) to approve replacing a bedroom window in compliance with architectural guidelines.

SAFETY COMMITTEE

Ideas for improvement in energy savings or safety improvement can be given to Frank O'Connor or left in the Office. The Committee plans to work with management to establish a base line for future comparisons of energy use for gas, electric, water.

TREE COMMITTEE

Dorothy Wooldridge reported the plan for placing trees in the pond area are complete and the committee will work with management to complete the plantings.

SPRINKLER SYSTEM TRIAL

John Gomez and Sherman Britton reported that the Sierra Pilot Project includes light sensors and solar pumps which should lead to a significant savings in water usage. Sherman will obtain bids.

LIENS

MSC (Anderson/Bird) to proceed with placing liens on the following properties:

294-0230-001-0007	294-0230-005-0019
294-0220-003-0046	294-0250-002-0032
294-0230-001-0069	294-0220-001-0049
294-0230-002-0014	294-0250-004-0013
294-0220-002-0048	

MSC (Anderson/Mitchell) that five parcels be selected for small claims court and approval of lien placements.

LANDSCAPE MAINTENANCE CONTRACT

MSC (Anderson/Youssefi) to accept the contract. Management to work with landscape company regarding weed control and the addition of 1000 sf of sod in contract.

JANITORIAL CONTRACT

Approved with clarification requested regarding suite cleaning.

POOL AND SPA CONTRACT

MSC (Bird/Gomez) to approve a service contract with Sun-Fare Pool Services at \$3,725/month for service of all pools and spas.

TREE CARE CONTRACT

MSC (Bird/Gomez) to approve a service contract with ECO Landscape and Tree for Old Woodside in the amount of \$22,000 to include pruning, hazard reduction, dead wood removal and clearance from structures plus aphid control for all three areas Sierra, East and Old.

ADJOURNMENT

The meeting was adjourned at 9:45 pm.

Respectfully submitted

MJ Mitchell, Secretary