

OAK CREEK VILLAGE MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS MEETING - OPEN SESSION

TUESDAY, AUGUST 4, 2020

ZOOM TELECONFERENCE
MEETING ID: 897 9699 6108

M I N U T E S

DIRECTORS PRESENT

Tracey Martin
Stephen Miller
Carlos Ortiz, Irvine Company
Marc Pannier

DIRECTORS ABSENT

Nasiba Makarem

FIRSTSERVICE RESIDENTIAL

Aly Lopez, CMCA, Senior Community Manager, CMCA
Kevin Pennington, Vice President, Community Management, CMCA, AMS, PCAM

CALL TO ORDER

The Board of Directors Open Session meeting was called to order at 6:02 p.m.

ANNOUNCEMENT -EXECUTIVE SESSION MEETING

In accordance with Civil Code 4935 (a) the Board met in Executive Session immediately prior to the Open Session meeting on August 4, 2020 to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Civil Code Section.

REPORTS

The following reports were received and filed:

- A. Open Work Order Report
- B. Closed Work Order Report

HOMEOWNER FORUM

13 homeowners were present. Items discussed included community tree trimming, the amount of trash that has accumulated in the community and options for installing lawn signs at the entrances, noting that the new Manager has been sending out mass communications via eblast to the membership, and questioning if any traffic calming measures, reports or studies had been done in the community (they

have and were proven to be not beneficial to Oak Creek).

CONSENT CALENDAR

Motion: Miller
Second: Pannier

Resolved: That the Board of Directors approves Consent Calendar items A through D as presented.

A. Approval of Minutes – July 2020

Resolved: The Open Session Minutes dated July 7, 2020 be approved as presented.

B. Financial Statement of June 2020

Resolved: That the Board approves the Association's income statement for June 30, 2020, comparing actual results to budget, reserve statement, bank statements and reconciliations, check history report and general ledger as presented, subject to an annual audit. The report reflects a year-to-date net operating income of \$54,263.24 and year-to-date reserve funding of \$78,322.78 compared to the year-to-date reserve funding budget of \$32,280.00. The actual year-to-date operating expenses were \$72,050.38. The budgeted year-to-date operating expenses were \$120,039.00. The reserves are funded through June 30, 2020. The Association has \$723,053.90 in operating funds, which represents 5.52 months of budgeted expenses and reserve contributions. The Association has \$2,130,226.86 in reserve funds.

C. Lien Approval

Resolved: That per the resolution dated July 17, 2020, Management is authorized to place liens on the following accounts should the delinquent assessments not be paid within the time period established in the intent to lien letter: Account #0205-03 (\$220.45), 0225-02 (\$170.38), 0640-02 (\$173.30), 2214-04 (\$169.59), 0709-04 (\$467.05).

D. Foreclosure Documentation

Resolved: Per California Civil Code 5705(c), this item serves to document action taken by the Board in Executive Session to involve the Association's collection attorney in delinquent account proceedings, which may result in foreclosure action by the association against the properties mentioned: APN :935-370-54 (Notice of Default).

The motion carried unanimously.

End of Consent Calendar

UNFINISHED BUSINESS

A. Structural Sound Walls

Management provided an update to the Board of Directors, informing them that the prior architect from Forma is no longer with the company. However, the owner of Forma was able to locate the new person in charge of the Proto II wall and provided Management with their contact information in order to set up an on-site visit with their contact, as well as the geotechnical engineer from Petra Geoscience and NMG Geotech.

B. SB 323 Election Rules

Motion: Miller
Second: Pannier

Resolved: That the Board of Directors approves to adopt the proposed rule change and circulate to the membership for a 28-day review and comment period in accordance with California Civil Code Section 4360.

The motion carried unanimously.

NEW BUSINESSA. Tree Removal Proposals

Motion: Pannier

Second: Miller

Resolved: That the Board of Directors approves the following proposals submitted by Great Scott Tree Service:

Proposal No.	Description	Amount
226250	Remove and flush cut 1 Eucalyptus lifting a wall along Dove Creek	\$595.00
227700	Homeowner request to remove 5 pine trees behind 8 Henna	\$3,575.00
227287	Removals based off of a property walk conducted on July 14, 2020	\$6,670.00
TOTAL		\$10,840.00

Funds to be expended from Operating Account #15509, Tree Removals.

The motion carried unanimously.

B. Ravencreek Chair Repair Proposal

Motion: Pannier

Second: Ortiz

Resolved: That the Board of Directors approves the proposal provided by Carasso Construction in the amount of \$3,125.00 to repair and repaint the Adirondack chairs at the Ravencreek pool. Funds to be expended from Reserve Account #23287, Outdoor Furniture Repair to be completed after the COVID restrictions have been lifted.

The motion carried unanimously.

C. Pool Discussion

The Board of Directors agreed to beginning the pool renovation of the Ravencreek pools after the Labor Day holiday has ended.

D. Sub Association Request

Motion: Miller
Second: Pannier

Resolved: To deny the request of the Cobblestone Board President to use several parking spaces at the Royal Oak parking lot in order to have a mobile carwash service wash the cars of the Cobblestone residents.

The motion carried unanimously.

E. Community Event Discussion

Motion: Miller
Second: Ortiz

Resolved: The Board of Directors appointed Directors Martin and Pannier to serve as a temporary Events Committee in order to work with Lifestyle Coordinator, Jill Falkner and Senior Community Manager, Aly Lopez to determine an event within the Association's budget for an end of summer event.

The motion carried unanimously.

NEXT MEETING

The next Board of Directors meeting is scheduled for September 1, 2020 at 5:30 p.m. at the Ravencreek clubhouse or via teleconference.

ADJOURNMENT

There being no further business to come before the Board of Directors in Open Session, the meeting was adjourned at 7:02 p.m.

APPROVED: Marc Pannier DATE: 9/17/2020