

Southwyck Community Association  
Minutes, Board of Directors Meeting  
June 2, 2022

A regular meeting of the Southwyck Community Association Board of Directors was held on June 2, 2022, via teleconference. Board members present: Helen Bilyeu, John Fisher, Vanessa Helmer and Rick Nelson. Residents: Scott Feules, Cathie Tydelski, Homer Franklin. Others: Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6.30pm.

Homeowner input: Mr Feules wanted to know whether the Master had sent anything to MUD yet (re. payment of electricity bill for street lights), as discussed in previous meeting. Ms Dooley had not yet sent the letter but had the draft copy ready in board packet to be discussed during tonight's meeting.

Secretary's Report: The March and May meeting minutes were reviewed. A motion was made to approve the March & May board minutes, was seconded and passed.

Two email votes to ratify – bid to fix fence on Cullen blown down during a storm, and bid to replace wooden fence and column, damaged when truck ran into it, on Magnolia. A motion was made to ratify the two decisions, was seconded and passed.

Treasurer's Report: Ms Dooley confirmed that she had made all the budget changes and revisions requested by the board, going back to January, and presented revised balance sheets and income statements for January, February and March along with full financials for April. The April financials were reviewed. A motion was made to approve the revised financials, January through March and April financial report, was seconded and passed.

Business: Ms Dooley read through the proposed letter of support to be sent to MUD 4 from SCA. Everyone approved, Mr Fisher agreed to sign it and once signed, Ms Dooley will send.

Insurance statement of values - all boards to review document and see if any information needs to be updated/modified.

Irrigation repair needs – Ms Dooley went through irrigation inspection report from Big Boy. Ms Helmer asked whether it made sense to do all the repairs at once, or would it be better to hold off on some until the upcoming landscaping had been completed? The board agreed that all repairs should be carried out and a motion was made to approve the repairs, was seconded and passed. It was also agreed that Chris of Big Boy should

supply Ms Dooley with a detailed map of irrigation system after repairs done. Ms Bilyeu requested that water leak near lift station be first on list of repairs to be carried out.

Utility spreadsheet – Ms Dooley put together utility tracking sheet – for electricity and water - as requested by board at last meeting.

Fence damage on Magnolia – Ms Dooley has work order for BRI to repair damaged/vandalized brick floor at Southwyck Lake Park pavilion on Monday, so has requested they look at collision-damaged column on Magnolia and quote for its repair/rebuilding as well. Ms Bilyeu asked Ms Dooley if the work order includes an estimate for repairs needed to brickwork along Northfork and Morgan. Ms Dooley could not confirm but will check emails and request it be included, if needs be. Ms Bilyeu also asked for update on pavilion floor at Sunset Park, which appears to be subsiding in parts, and cracking along little wall. Ms Dooley confirmed she had taken a look and is concerned that a beam in the center post is rotten. Has asked a contractor to take a look and quote for replacing beam and replacing the bricks that have been removed from around the post. Mr Fisher and Ms Bilyeu will try to find details of original contractor so new contractor can try to source same materials.

Lakepark electrical update – Still one light pole with repairs outstanding as contractor having problems sourcing necessary parts. Working on proposal for additional outlets.

Entry landscape renovations –Ms Dooley has tried to confirm with Bay Area Designs that work will commence around June 20<sup>th</sup>, as stated in previous conversations, but has not yet heard back from them. Has passed on board’s request that Southglenn be the first project on list and get all trees planted as soon as possible.

Southfield village fence - brick that board originally chose no longer available, so BRI looking for alternatives which is causing delays. Ms Dooley has been trying to get BRI and Pasadena to co-ordinate their work but Pasadena has already started on wooden repairs since BRI cannot start. Ms Dooley scrambling to forewarn affected homeowners of disruption but has very few contact emails so Ms Bilyeu suggested sending a postcard. Ms Dooley then requested that she and the other board’s management companies be allowed to exchange contact information to facilitate communications with affected homeowners and homeowners generally. No one objected.

Pasadena has started on Cullen side of Southfield Village then along Magnolia and finally along Morgan. Will skip areas where brick is very bad. working towards Magnolia.

Special events – no news/update.

Next all boards meeting – Ms Bilyeu proposing another all boards meeting, either September 13 or October 11. All boards to consider which date works best and confirm with Ms Dooley as soon as reasonably possible.

Executive session: Ms Tydelski allowed to address the master with a request that they, Section 1, be forewarned about impending foreclosures/legal actions within their section to make process more efficient and avoid doubling up on administrative/legal work. The master has no objections so Ms Dooley will now compile a monthly report of Section 1 legal actions for Section 1 board. Ms Tydelski left the meeting and the board then discussed collections and pending legal actions. There being no further business, the meeting was adjourned.

Vanessa Helmer, Secretary