



DIABLO WEST HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

April 16, 2018

- I. Call to Order: A regular meeting of the Diablo West Homeowners Association was held at the Diablo West Clubhouse, Danville, California, on April 16, 2018. The meeting convened at 7:01 p.m.

Members of the Board in attendance: Jim Radding, President, Lee Rude, Chief Financial Officer, Judy Willson, Secretary and Ron Vincent, Director at Large.

Others in attendance: George Cooper, Groundskeeper, Pat Dunn, Design Committee Chairperson and homeowners Carisa Ferraioli, Jen Helow, Laura Hennon, Maggie Kirkendall and Emily Montgomery.

Absent: Joan Flynn, Vice President

- II. Approval of Minutes: Motion was made by Ron and seconded by Lee, to approve the minutes of the March 19, 2018 Board Meeting. **Motion Carried.**

- III. Grounds Report:

- A) George reported that the pool deck resurfacing is going well. We are two weeks in, with one more week to go. The job should be completed by next Friday and the contractor will need a check upon completion. The Board will hold back 10% pending inspection and approval of the finished product.
- B) George reported that, as requested, he purchased new pool furniture. Ten new chaise lounges and pads for less than \$1,000.
- C) George said that he will be scheduling our tree service to come in within the next couple of months. This will be the first tree work of the year
- D) George reminded the Board that now that the weather is warming up, we will have to fix the underground sprinkler that was broken when the Town of Danville repaved Camino Tassajara last Fall. The pipe connects the sprinklers on the entry island to the water supply on the other side of the street. George suggested that we try horizontal drilling under the pavement so that we don't have to tear up the

asphalt. Ron agreed with this idea and George will get an estimate. George noted that Plan B would be to ask the Town for a permit remove a section of asphalt, so we could replace the pipe at a deeper level. The Town refuses to repair the damage because the pipe, which was installed when DW was built, was not buried at a depth that meets current code.

- E) George reported that the Rugby group will no longer be meeting at the clubhouse twice a month.
- F) Jim asked George if he gets any requests about providing Wi-Fi at the clubhouse. George has not had anyone ask about it. A homeowner said that she has Wi-Fi at home through ATT at a very reasonable cost. The Board will continue this discussion at the next meeting. **Tabled.**

IV. Committee Reports:

A) Design Review Committee

- 1) Pat Dunn reported that her committee is continuing to address landscaping and exterior issues with homeowners on a one-on-one basis with great success. Homeowners are resolving their issues in a timely manner.
- 2) Pat presented the monthly Design Review update:
 - a) Pending HIR projects: Two homes scheduled for repainting in May and June; One new landscaping project.
 - b) Completed projects: One new roof; one new landscaping.
 - c) Ongoing projects: Prepping house to flip: Working with committee on landscaping and front planting design, exterior paint and new fence.
- 3) Pat asked for advice on how to handle two homeowners who are chronic problems. They do not maintain their landscaping and continually ignore violation notices. Judy advised that they be treated exactly like all other homeowners: A Courtesy notice, followed by a Violation notice with a completion deadline. If there is no compliance the Board will commence penalties.

B) Social Committee

- 1) The 4th Annual Seder was held on Friday evening, March 30th. A communal reading of the Haggadah was read by Sam Hersh and Jan Hersh led the group in the singing of Passover songs. The guests enjoyed a delicious traditional meal prepared by DW neighbors. The event was hosted by Marge levy and Gail Lazarus.
- 2) The Annual Easter Egg Hunt was held on Saturday, March 31st, at the clubhouse lawn. The kids enjoyed the mad scramble for eggs, a magic show and face painting. Coffee, fresh fruit and breakfast treats were served. Hosts Carisa Ferraioli and Maureen Buttery did a great job.

V. Owner Concerns and/or Comments:

- A) Five homeowners attended the meeting to discuss security issues in Diablo West.
- 1) Security cameras. Laura Hennon spoke for the group about installing security cameras at all entrances to the neighborhood. Although this subject has been discussed in the past, technical advances make it more feasible at this time, since the cameras can be monitored remotely from one home. Each location will have a sign indicating that license plates are being photographed. The Board will consider installations in two locations: On the island at the Camino Tassajara entry and on a homeowner's property at the junction of Contada Circle and Old Farm Road. Jim will ask the homeowner for permission. Ron will research and price the project.
 - 2) Speed bumps. The women would like to see speed bumps in several places along Contada Circle. Board members replied that speed bumps have been considered in the past and were rejected by the community. The project also requires approval from the Town of Danville. Laura Hennon will research. Pat Dunn will provide Laura with some back-up documentation from the last attempt.
 - 3) Parking Issues. Emily Montgomery reported that six adults are living in a rental on her court and parking six cars on the street at night, which is making it difficult for other residents to park in front of their own homes. Judy was aware of this issue and will be contacting the owner. The women feel that the number of cars parked on the street overnight attract criminals. There have been several vehicle break-ins in that area recently.
 - 4) Clubhouse Parking Lot. Several neighbors complained that quite a few vehicles are parked in the clubhouse lot in the evenings after dark. The possibility of installing motion sensing lights was discussed, but no decision was made. **Tabled.**
 - 5) Community Information. The women asked if the Board could put out a blast about safety precautions. Judy said that Neighborhood Watch sponsored a community meeting with Danville Police a couple of years ago. She will put an article in the next newsletter based on her notes from that meeting.

VI. Officers' Reports:

Presidents Report:

- A) No report.

Vice Presidents Report:

- A) No report.

Chief Financial Officer's Report:

- A) Lee reviewed the March 31, 2018 financials. As of 3/31/18, the total operating fund balance was \$97,935 and the total reserve fund balance was \$315,579. Total assets were \$413,514.
- B) Delinquencies were discussed.
 - 1) Account #216, has not paid the first quarterly assessment due January 2018, nor the second quarterly assessment due April 1st. If no payment is received by the end of the current 30-day grace period, the account will be two payments in arrears and will be subject to further action by the Board.
 - 2) The remaining accounts on the delinquent list only owe unpaid late charges. One account appears to have been set up with an incorrect auto payment amount. Lee will check to see if these accounts are on auto-pay and unaware that they're carrying late fees.

Director-at-Large Report:

- A) No Report.

Secretary's Report:

- A) Judy reported that she has received email consent forms for three new owners: Michael and Jennifer Haynes, at 514 LaMancha; Patrick and Celeste Hejlik, at 85 Lomitas; and David and Bethany Kung at 510 LaMancha.
- B) The following homes are currently listed for sale: 637 Mia Ct; 416 Plata Ct. and 90 Lomitas Rd.
- C) Two homes are vacant, and will either be rented or listed for sale: 830 Bali and 875 Bali Ct.

VII. Unfinished Business:

- A) Lifeguards
 - 1) Last month, the Board voted not to hire lifeguards this Summer. This decision requires us to amend the pool rules. Judy distributed copies of the current rules and the Board decided which rules to delete or amend. Judy will send out the Notice of Proposed Change to the membership for consideration and comments. The rules cannot go into effect until after the 30-day comment period.

VIII. New Business:

- A) Security Issues
 - 1) Previously discussed under Owner Concerns.

B) Verifying Rental Information

- 1) Judy distributed a list of rental properties within DW. We currently have 24 non-owner-occupied properties, 5 of which are occupied by family members. Our CC&Rs require that the absentee owners provide the Association with a copy of the lease, which must be for a term of at least one year, and the name of each tenant and any members of their household.
- 2) We do not have any of this information and in some instances, we don't even know the tenant(s) names. Late last year Bruce and Judy discussed sending the absentee owners a request to provide this information and Judy said she is planning to do so now.
- 3) Jim noted that approximately 10% of our homes are rentals and asked if there is any cap on the number of rentals allowed. Our CC&Rs do not address that, but Judy said she had read something about that in a Davis-Sterling newsletter and would look it up.

C) Grandfathering Exceptions

- 1) Judy reported that both she and Pat Dunn had requests from possible buyers about large vehicle, RV and boat storage. These are restricted vehicles. The CC&Rs require that they be stored in the garage or upon the lot and screened from view in a manner approved by the Design Committee.
- 2) It was decided that as homes with existing storage areas are listed for sale, the Board will approve future usage of the storage area on a case by case basis.

IX. Adjournment:

- A) Motion was made Ron, seconded by Judy, to adjourn the meeting at 9:29 p.m.
Motion carried.

Respectfully submitted,

Judith Willson

Judith Willson,
Secretary