ADOBE CREEK HOMEOWNERS ASSOCIATION
Board of Directors Meeting
Tuesday, March 19, 2019 @ 6:00 p.m.
1415 N. McDowell Blvd., Ste. B, Petaluma, CA

MINUTES

CALL TO ORDER
President, John Moore called the meeting to order at 6:01 p.m.

ROLL CALL
A. Board Members
   John Moore, President
   Diana Karner, Vice President
   Rusty McManus, Treasurer
   Patrick Burke, Secretary
   Joanne Reutell, Director
   Mitch White, Director (Absent)
   Gordon Black, Director (Absent)

B. Others Present
   Beth Ainslie, CCAM, Steward Property Services, Inc.
   4 Homeowners

HOMEOWNERS FORUM
An owner expressed concern about the lack of communication regarding the golf course.
Another owner noted lack of communication regarding the golf course.
The board explained that both parties agreed that communication may only be sent out if approved by both parties; they agreed to work on an update for this coming Friday.

APPROVAL OF MINUTES
Following a motion and second, the minutes of the February 19, 2019 Board Meeting were approved as amended.

MANAGEMENT REPORT & COMMUNICATIONS
The board needed to respond to correspondence from a resident regarding some ongoing violations.
Discussion followed regarding basketball hoops and placement during times they are not in use. Board member Diana Karner agreed to draft an informational letter that can be sent to those homeowners with hoops that are chronically left out or where they are not being stored in an “inconspicuous location” as a reminder of what is expected. It was agreed that a newsletter article should be written reminding all owners of hoop storage guidelines.

FINANCIAL REPORT
Rusty McManus gave the Treasurers report for the period ending February 28, 2019 and advised the board of a $200,000 CD maturing before the next board meeting. Following a motion and second, the

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board authorized Rusty to work with the financial advisor from US Bancorp to roll over the CD for
12-month term at the best possible rate.

FINANCIAL REPORT cont’d
A. Total Bank Accounts as of 02/28/19: $998,152
B. Operating: $ 54,171  Reserves: $943,980 (92% invested)
C. Receivables: $ 1,142
D. YTD Expenses: $ 48,698  YTD Budget: $ 55,120  NOTE: $6,422 to the good

Management pointed out that the newly reformatted financial report, contained a 12-month budget
comparison and a detailed general ledger.

ASSESSMENT COLLECTIONS  No Board action required.

UNFINISHED BUSINESS
Golf Course Closure  Nothing to report; an update will go out on Friday.

Landscape @ Island #2  The board reviewed a progress report from the Onsite Committee Chair.
A plan/proposal should be finalized in April. Discussion followed regarding the reserve budget for
landscape renovations and they agreed that further review was needed.

NEW BUSINESS
Overnight Parking Permits  No applications received.

Parking Permit Fee  Following a motion and second, the board approved to increase the annual
parking permit fee by $25, from $150 to $175.

Proposal - Reserve Study Update  Following a motion and second the board approved a proposal to
update the reserve study.

Annual Sump Pump Inspection  The annual sump pump inspection by DeVoto Plumbing had just been
performed and the report was distributed for review. No repairs were needed, but it was noted that a
pump on Arrowhead Ct. had been unplugged and the cover removed.

Proposal – Common Area  None received.

Proposal – Other  None received.

Other
PG&E Box Below Grade  PG&E was contacted regarding a below grade utility box uncovered by
the landscapers during renovation around the monument sign at the T-Intersection. PG&E agreed to
lift the box to grade level, but it will take several months because this is a low priority.

Faded Street Sign Inventory  The architectural committee agreed to inventory street signs and report
next month on what needs to be replaced

COMMITTEE REPORTS

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Onsite  An observations report was submitted and reviewed.

Disaster Prep
Several owners have volunteered to be Area Captain and Backup Area Captain. A meeting of the Area Captains is scheduled for March 30th.

ARPC
A report was submitted summarizing the status of architectural applications received.

AGENDA ITEMS FOR NEXT MONTH  Not discussed

NEWSLETTER ITEMS  Gardening checklist / Hoop Storage / Submitting Architectural Applications in Advance / Homes that Need Paint / Annual Parking Permit Fee

NEXT MEETING DATE
The next Board meeting is scheduled for Tuesday, April 16, 2019 @ 6:00 pm.

Meeting adjourned to Executive Session at 7:45 p.m. for discussion of golf course related matters with counsel.

Respectfully submitted by,

Beth Ainslie, CCAM
Sr. Community Association Manager
Steward Property Services, Inc.