

**Kono Tayee Home Owners Virtual
Board Meeting
Minutes
Saturday
January 25th, 2025
9am**

1. Present at the Meeting

Board members

(Pres.) John McCloskey (Sec.) Tom Atteberry (Treas.) Debbie Pryor (Vice Pres.) Todd Marshburn,
(Dir.) Jim Hiss.

Members

Mary Lou Milbourn, Brenda Reyes, Debi Cormack, Pat Ridgel, Janie Burch, Terry Howery, Diane Ayala.

2. Call to Order

The meeting was called to order at 9:00 am. Pres. led the members in the Pledge of Allegiance. Pres. announced we had a Quorum.

3. Approval of December 14th, 2024 Board meeting minutes

Pres. made a motion to approve the minutes. Treas. seconded and all were in favor.

4. Approval of January 4th, 2025 Executive meeting minutes

Sec. read the minutes.

The Board discussed an addition to a member's residence that encroached the Association's property line. The application submitted wasn't the end result. County code and in our documents, there is a 5-foot setback from any property line.

Pres. made a motion to send a letter to the member on behalf of the Association requesting they remove the additional room to maintain the 5-foot setback. Treas. seconded and all were in favor. Adjourned at 10:09 am.

Vice Pres. made a motion to approve the minutes. Treas. seconded and all were in favor.

The Sec. spoke with the member January 17th, 2025 in regards to the violation. The member asked for 30 days due to his schedule. The Sec. emailed the member on January 20th, 2025 asking for verification on completion date with no response as yet. Pres. asked the Sec. to send out another email requesting the completion date of February 17th, 2025.

5. Approval of Mailbox Roof repair

Pres. spoke about the repairs to the roof structure at the mailbox area. The Board approved the bid from Lucky's Construction. The bid came in at \$23,030.00. The application was submitted previously and we have a permit at this time. Work on the repairs has started.

6. Treasurer Report

Treas. read the report. I will attach the financials to these minutes.

Income: HOA Dues, Interest on our two interest bearing accounts for Dec.

Expenses: Fees for Drawings on Mailbox area, Landscape, Progress payment on Pier Work, Permit for Mailbox area, Postage, Printing, Professional Fee's, Garbage (3 months), Utilities and fuel Reimbursement.

Our Contract for the Pier is \$55,885.00 and we made a progress payment of \$13,721.25. Contract for the Mailbox area is \$23,030.00 and we made a progress payment of \$13,666.50 which includes the \$1,000.00 deposit. We also have expenditures for drawings and permit fee's which will be included for a transfer from the reserve funds. Currently we need to transfer funds to our checking account to keep our balance above the minimum to avoid service fee's. Treas. suggested we transfer \$80,000 from the reserve fund to cover the expenses of the Pier & Mailbox contracts which I will transfer over in increments of \$10,000.00 to cover checks written and not go below our minimum balance to avoid service charges.

Pres. made a motion to approve the transfer of funds. Dir. Seconded and all were in favor.

Our \$50,000 Reserve CD is coming up for renewal on Feb 10, 2025 which we have earned over \$1,300.00 opening this account in May for a 9-month CD @ 4% Currently for a 2-month CD we can get 3% and a 3-month CD we can get 2.5%. Our Reserve Acct which has \$97,000. In it currently is getting less than \$1.00 per month.

Treas. made a motion to roll this account for another 3 months to capture a higher interest rate than leaving it in our other Reserve Account. Dir. Seconded and all were in favor.

7. Sub finance Committee Report

Vice Pres. read the report. Everything balances and thank you for your work.

8. Fine Process – Documents Discussion

a. Violation Process

Vice Pres. spoke in regards to issues we have had in the past and the Fine Imposition process the Board will do with violations. Currently the outlining of the Fine process is only in the Rules and Regulations. We need to add the Fine process to our By-Laws, the Annual Policy Statement and the Operating Rules.

Vice Pres. made a motion to adopt the Fine Process to our By-Laws, the Annual Policy Statement and the Operating Rules. Pres. seconded and all were in favor.

b. Documents timeline for membership voting

Dir. Spoke in regards to the timeline to present the documents to the membership. We should have the documents Election prior to the Annual Director Election in July.

Vice Pres. spoke in regards to the feedback we received from the membership. He has redlined tracked the suggested changes from the membership. The Board will have an Executive meeting February 1st to review these changes. There are still 4 areas we need clarification from the Attorney before we send the documents to the membership.

Definition of Quorum, Rentals of ADU and JADU, Merged Lots and Director Elections.

The membership will have at least 30 days prior to the Election of documents to review.

9. Open Discussion

Vice Pres. received a bid for the HOA and Private Resident Aquatic weed spraying for 2025 using the same vendor as last year. Kirk from Weed Tech Pro will treat Parcel B, swim area, pier and the public beach for \$3,000. This is a \$500 increase over last year due to the increased cost of materials. Treatment will start 4/1/25 and run through 11/30/25. Similar to last year, there will be an initial treatment and then follow-up spot treatments as required. Kirk will monitor every 2 weeks and spot treat as needed. Vice Pres. made a motion to approve \$3,000 for aquatic weed treatment and use Weed Tech Pro. Dir. Seconded and all were in favor. The treatments will start 4/1/25.

For any private residents interested in having Weed Tech Pro treat their waterfront, please contact Todd Marshburn - tmarshburn@yahoo.com - 510-697-3373 by 2/28/25. Costs are estimated at \$240 per resident for the same treatment period (4/1/25 - 11/30/25).

Sec. reached out to Scott Webb, Water Resources, in regards to the mouth of the canal's soil build-up after each storm. Asking if it's possible to build a Breakwater in order to reduce the wave action. Scott emailed me any requirements or permits needed to get this done and I shared that with the Canal chair-person. Scott did sound like it would be possible, but has not issued a permit for one yet. The Canal chair-person will arrange a meeting with the three of us to find out what options we have, then come up with an idea to be presented.

Q: When will the buoys be put in place? Fisherman race up and down close to shore.

A: We have several buoys ready to be placed, just need couple more parts.

Q: When will the Pier and Mailbox Area be completed?

A: Mailbox area late February, Pier couple more months.

Q: When does the Arch. Committee do their inspections?

A: Generally, they start inspecting in April.

10. Adjournment

Pres. made a motion to adjourn the meeting. Sec. seconded and all were in favor. The meeting was adjourned at 10:02 am.