

MINUTES VIA VIDEO CONFERENCE & IN PERSON
MEETING ID: 1454610165
BOARD OF DIRECTORS
COMMUNITY OF HARBOR BAY ISLE OWNERS' ASSOCIATION
JANUARY 24, 2024

BOARD MEMBERS PRESENT: Bill Pai, President
Paul Beusterien, Vice President
Gary Lym, Secretary/Treasurer
Cheryl Paterson, Director
Gary Hoffer, Director
Bassey Obot, Director

BOARD MEMBERS ABSENT: None

STAFF PRESENT: Dawn Jaeger, Executive Director
Jacqui Vasquez, Office Manager
Anisa Dominguez, Architectural Standards Manager

CITY LIAISONS Danielle Mieler
Gail Payne

CALL TO ORDER
President Pai called the meeting to order at 6:45PM.

ROLL CALL / APPROVAL OF AGENDA
Roll Call was conducted by Ms. Vasquez. Members present are listed above. The Board reviewed the agenda.

President Pai motioned to approve the agenda. Vice President Beusterien seconded the motion.

VOTE: Motion carried unanimously (6 in favor-Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

PRESENTATION-DANIELLE MIELER, CITY OF ALAMEDA

Ms. Danielle Mieler, Sustainability Manager, and Ms. Gail Payne, Senior Transportation Coordinator, presented on Sub-Regional Sea Level Rise Adaptation Planning and Implementation. It's purpose is to identify actions over time as the shoreline changes to protect communities. Tasks include agency coordination, governance structure analysis, community engagement, and final long-term plan implementation. The project has a budget of \$840,000 and is scheduled for completion October 31, 2025. Approval of the plan will allow the city to submit for grant funding.

The Board reviewed the Letter of Approval regarding BRIC 2023: Oakland Alameda Flood Mitigation and Community Benefits Project being sent to FEMA on behalf of the Community Board of Directors.

President Pai motioned to approve the letter as written. Director Hoffer seconded the motion.

VOTE: Motion carried unanimously (6 in favor-Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

Ms. Mieler also updated the Board on the City's Urban Forest Plan. The purpose of the Urban Forest Plan is to update and expand the 2010 Master Street Tree Plan to include park trees and promote and increase the overall tree canopy, develop a forward-focused plan and policies based on city needs, review the structure and funding of urban forest management, and to advance social equity and

contribute to an improved quality of life. Included in the Plan is Alameda's Tree Inventory, which boasts 25,962 City-managed trees with an average of 200 tree removals per year.

CAC APPOINTMENT-CAROLE PARNES

The Board reviewed the application submitted by Ms. Carole Parnes. Architectural Standards Manager Anisa Dominguez stated that Ms. Parnes had been on the CAC previously; her experience and knowledge of architectural rules throughout the Community would be hugely beneficial to the Community Architectural Committee (CAC) and homeowners.

President Pai motioned to approve the appointment. Treasurer/Secretary Lym seconded the motion.

VOTE: Motion carried unanimously (6 in favor-Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

OPEN FORUM

Homeowners addressed the Board.

CONSENT CALENDAR

The Board reviewed the minutes from the meeting on December 6, 2023 as well as the architectural and security reports.

Director Obot motioned to approve the consent calendar. Treasurer/Secretary Lym seconded the motion.

VOTE: Motion carried unanimously (6 in favor-Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

REPORTS

- a) **CLASS-CLASS** President Jon Hamilton advised the Board that they will be requesting an increase in funding for the 2025 budget to cover increasing legal costs. He also announced that three new volunteers have joined CLASS.
- b) **Directors**
Vice President Beusterien sent an email to the Board with updates on the bus transportation lines in Alameda.
- c) **ED/Staff**
ED Jaeger advised the Board that her comments will be discussed under several topics already on the agenda.

FINANCIAL REVIEW

The Board reviewed the November, 2023 financials, the unadjusted December, 2023 financials, and the delinquency report.

President Pai motioned to accept the November, 2023 financials and December, 2023 unadjusted financials in accordance with Civil Code Section 5509 as well as the delinquency report as submitted. Director Hoffer seconded the motion.

VOTE: Motion carried unanimously (6 in favor-Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

OLD BUSINESS

A. Flashing Beacons on Mecartney

President Pai advised the Board that installation of the flashing beacons on Mecartney Road has not been scheduled yet. He would like to strongly pressure the City to install the beacons at least by the start of the school year in August, 2024.

- B. Basketball Standards Rule**-The Board stated that the project boards they spoke with regarding basketball standards either had no preference or preferred Option 3, which reads as follows:

Basketball Standards (Proposed Rule): Permanent basketball standards are not permitted on private lots. Project Associations may apply to the CAC for basketball courts in common areas with the condition that the courts not be lighted, or larger than standard high school half size courts. Before making application to the CAC for such a court, Project Associations must obtain the written approval of a majority of the property owners within a three hundred (300) foot radius of any part of the proposed court.

Temporary basketball standards shall be permitted on private property when they comply with all of the following conditions, unless the project association has developed stricter or more lenient requirements:

- Free-standing from any residential building, fence or other permanent structure;
- Maintained in structurally sound and safe operating condition, with no visual damage. Unsightly or unsafe equipment must be repaired or removed.
- Used only during daylight hours;
- Used only where they do not cause a traffic or safety hazard by blocking traffic, parking, or visibility on the streets or sidewalks;
- Used without any additional artificial lights;
- Used so as not to create a nuisance for any neighbor or other resident; and,
- Standards no higher than 5 (five) feet may be used in backyards.

Director Paterson motioned and Vice President Beusterien seconded to approve the Basketball Standards Rule be sent out for a 28-day comment period.

VOTE: Motion carried unanimously: 6 in favor (Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

- C. CINC Update**-ED Jaeger reported that staff are undergoing training and data transfers are underway, though not all were successful at this time.

NEW BUSINESS

A. Community Board Priorities for 2024

The Board decided to table discussion until next month's meeting.

B. 2024-01 Resolution-Monetary Transfers & Authorization

ED Jaeger reminded the Board that this resolution is done yearly.

Director Paterson motioned and Vice President Beusterien seconded to approve Resolution 2024-01 as submitted.

VOTE: Motion carried unanimously: 6 in favor (Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

C. 2024-02 Resolution-Measure E (School Bond)

School Board President Jennifer Williams reviewed Measure E with the Board and answered questions. Measure E is a consolidation of two parcel taxes and will continue funding to Alameda schools. The Board reviewed the information provided.

President Pai motioned and Vice President Beusterien seconded to endorse a "yes" vote on Measure E to continue funding Alameda schools

VOTE: Motion carried unanimously: 4 in favor (Pai, Beusterien, Paterson, and Hoffer); none opposed; 2 recusals (Treasurer/Secretary Lym and Director Obot) and no abstentions.

D. Events for 2024-Historical and New

Ms. Vasquez asked the Board for ideas for new events that could help foster a sense of community with homeowners. Currently, the Community Office organizes two document shredding and e-waste recycling events per year, a summer parking lot sale, and the return in 2025 of the Tillman Picnic. Ms. Vasquez and ED Jaeger suggested the following ideas for consideration: bingo, movie night, crafter's fair, blood drive, recipe book, tree calendar, holiday house lights contest, and bringing back the Lunar New Year festival in conjunction with the Intercultural Committee.

Ms. Vasquez advised the Board that plans were beginning for this year's Volunteer Appreciation Event. We are considering holding a dinner during the week instead of a weekend event. The available dates are 4/17, 4/23, and 4/29. Ms. Vasquez will poll the project boards and update the Master Board next month.

E. Engagement Letter-Murray Joseph Reserve Study

ED Jaeger advised the Board that this year's reserve study will include a physical site inspection.

President Pai motioned and Treasurer/Secretary Lym seconded to accept the engagement letter for the Community's 2024 reserve study.

VOTE: Motion carried unanimously: 6 in favor (Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

F. Communications

The Board reviewed communications.

i. Trost Communication

ED Jaeger advised Ms. Trost that the questions she was asking pertaining to the Community budget were complicated and would require legal interpretation. The documents requested were provided. ED Jaeger agreed to provide Ms. Trost the decision of the Board in writing.

ADJOURNMENT TO EXECUTIVE SESSION-8:16PM

President Pai motioned and Director Hoffer seconded to adjourn to Executive Session.

VOTE: Motion carried unanimously (6 in favor-Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

ADJOURNMENT BACK TO REGULAR SESSION-9:46PM

The following was read back into the minutes after Executive Session was adjourned and Regular Session was re-convened:

Legal

1. Lawsuit 094-063909A vs. CHBIOA-Court date 1/23/24-The Community was successful, and the lawsuit was dismissed.
2. Security Crime Reports
President Pai motioned and Director Hoffer seconded to discontinue providing security crime reports to the project boards as they do not include police department reports.
VOTE: Motion carried unanimously (6 in favor-Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.
3. CINC Contract-Next steps were discussed due to the items that have not been able to be resolved.

Delinquency

1. 082-325829-Declaration of Default \$5000 threshold

President Pai motioned and Director Obot seconded to accept the Declaration of Default.

VOTE: Motion carried unanimously (6 in favor-Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained

President Pai motioned and Treasurer/Secretary Lym seconded to reduce the threshold by 50%.

VOTE: Motion tabled.

2. 090-012385A-Property foreclosed in November, 2023, awaiting recorded documents of the sale
3. 095-093641-Property is in a trust; the owner and trustee are deceased, with no known heir

Personnel

1. Executive Director Review

ADJOURNMENT

President Pai motioned and Treasurer/Secretary Lym seconded to adjourn the meeting 9:47PM.

VOTE: Motion carried unanimously: 6 in favor (Pai, Beusterien, Lym, Paterson, Obot, and Hoffer); none opposed or abstained.

The next regular meeting of the Board of Directors meeting is scheduled for February 28, 2024.

Minutes approved on _____

CHBIOA Board Member