

**AGENDA**  
**BOARD OF DIRECTORS MEETING**  
**TUESDAY, JANUARY 27, 2026 – 6:30 PM**

**IN-PERSON**  
**COMMUNITY CENTER**  
**3195 Mecartney Road**  
**Alameda, CA 94502**

**OR**

**HYBRID/ONLINE: RING CENTRAL**  
<https://v.ringcentral.com/join/907452265107>  
**Telephone: +1 (650) 419-1505 (US West)**  
**Meeting ID: 907 452 265 107**

**ACTION**

- |   |  |
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| <ol style="list-style-type: none"> <li>1. <b>CALL TO ORDER/APPROVAL OF AGENDA</b></li> <li>2. <b>CHBIOA VILLAGE REPORT</b></li> <li>3. <b>HOMEOWNER'S OPEN FORUM/GUESTS</b></li> <li>4. <b>APPROVAL OF MINUTES:</b><br/>October 28<sup>th</sup> &amp; November 18<sup>th</sup>, 2025</li> <li>5. <b>FINANCIAL MATTERS</b> <ol style="list-style-type: none"> <li>A. Financial Statements:<br/>- November 30<sup>th</sup>, &amp; December 31<sup>st</sup>, 2025</li> <li>B. Brittany Landing Bay - Finance Committee Charter</li> <li>E. Brown &amp; Brown Insurance Proposal</li> </ol> </li> <li>6. <b>LANDSCAPE MATTERS</b> <ol style="list-style-type: none"> <li>A. Landscape Committee Report &amp; Business</li> <li>B. Landscape Maintenance Proposals               <ol style="list-style-type: none"> <li>a. Mulch Installation</li> <li>b. Rock Installation</li> <li>c. Controller G &amp; D Maintenance Proposals</li> <li>d. Hedge Reduction Proposal – Bike Path</li> <li>e. Irrigation Systems Check</li> </ol> </li> <li>C. Tree Maintenance Proposals               <ol style="list-style-type: none"> <li>a. Stump Grind Proposal – 23 Damon Court</li> <li>b. Fertilization/Soil Care &amp; Tree Care Proposal</li> </ol> </li> <li>D. Pesticide Use in Landscaping</li> <li>E. EBMUD Water Reports</li> </ol> </li> <li>7. <b>ARCHITECTURAL MATTERS</b> <ol style="list-style-type: none"> <li>A. Architectural Summary Report</li> <li>B. Architectural Applications</li> </ol> </li> <li>8. <b>POOL MATTERS</b> <ol style="list-style-type: none"> <li>A. Pool Maintenance Committee Report &amp; Business</li> <li>B. Sun Pointe Start Up Proposals</li> <li>C. In Depth Leak Detection – Spa &amp; Pool Proposals</li> </ol> </li> <li>9. <b>MAINTENANCE MATTERS</b> <ol style="list-style-type: none"> <li>A. Job Summary Report (L/S &amp; Maint.) &amp; Updates</li> <li>B. R&amp;S Gate Preventative Maintenance Proposal</li> <li>C. R&amp;S Gate Control Panel Repair Proposal</li> <li>D. Pacific Surfacing Proposal</li> <li>E. CR Gutters – Phase Two Cleaning Proposal</li> </ol> </li> <li>10. <b>OLD/NEW BUSINESS</b> <ol style="list-style-type: none"> <li>A. Inspector of Elections – Bob Rieder</li> <li>B. Annual Meeting Agenda</li> </ol> </li> <li>11. <b>MANAGER'S REPORT</b> <ol style="list-style-type: none"> <li>A. Board Calendar</li> </ol> </li> <li>12. <b>EXECUTIVE SESSION – Closed Session</b> <ol style="list-style-type: none"> <li>A. Violation Matters &amp; Report - 069-149864A</li> <li>B. Contracts</li> <li>C. Legal Matters</li> </ol> </li> <li>13. <b>ADJOURNMENT/NEXT MEETING DATE – February 24<sup>th</sup>, 2026</b></li> </ol> | <p>Verbal/Vote</p> <p>Discuss/Review</p> <p>Verbal (3 mins per H/O)</p><br><p>Review/Approve</p><br><p>Review/Accept</p> <p>Discuss/Review</p> <p>Discuss/Vote</p><br><p>Discuss/Review</p> <p>Discuss/Vote</p><br><p>Discuss/Vote</p><br><p>Discuss/Review</p> <p>Discuss/Review</p><br><p>Discuss/Review</p> <p>Review</p><br><p>Discuss/Review</p> <p>Discuss/Vote</p> <p>Discuss/Review</p><br><p>Discuss/Review</p> <p>Discuss/Vote</p> <p>Discuss/Vote</p> <p>Discuss/Vote</p> <p>Discuss/Vote</p><br><p>Discuss/Vote</p> <p>Discuss</p><br><p>Verbal/Review</p> <p>Adjourn</p> <p>Discuss/Vote</p> <p>Review/Vote</p> <p>None</p> |
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**ACTION**

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| <b>1. CALL TO ORDER/APPROVAL OF AGENDA</b>  | Verbal/Vote             |
| <b>2. CHBIOA VILLAGE REPORT</b>   | Discuss/Review          |
| <b>3. HOMEOWNER'S OPEN FORUM/GUESTS</b>   | Verbal (3 mins per H/O) |
| <b>4. APPROVAL OF MINUTES:</b><br>October 28 <sup>th</sup> & November 18 <sup>th</sup> , 2025 | Review/Approve          |
| <b>5. FINANCIAL MATTERS</b>   |                         |
| A. Financial Statements:  |                         |
| - November 30 <sup>th</sup> , & December 31 <sup>st</sup> , 2025                              | Review/Accept           |
| B. Brittany Landing Bay - Finance Committee Charter   | Discuss/Review          |
| E. Brown & Brown Insurance Proposal   | Discuss/Vote            |
| <b>6. LANDSCAPE MATTERS</b>   |                         |
| A. Landscape Committee Report & Business  | Discuss/Review          |
| B. Landscape Maintenance Proposals  | Discuss/Vote            |
| a. Mulch Installation   |                         |
| b. Rock Installation  |                         |
| c. Controller G & D Maintenance Proposals   |                         |
| d. Hedge Reduction Proposal – Bike Path   |                         |
| e. Irrigation Systems Check   |                         |
| C. Tree Maintenance Proposals   | Discuss/Vote            |
| a. Stump Grind Proposal – 23 Damon Court  |                         |
| b. Fertilization/Soil Care & Tree Care Proposal   |                         |
| D. Pesticide Use in Landscaping   | Discuss/Review          |
| E. EBMUD Water Reports  | Discuss/Review          |
| <b>7. ARCHITECTURAL MATTERS</b>   |                         |
| A. Architectural Summary Report   | Discuss/Review          |
| B. Architectural Applications   | Review                  |
| <b>8. POOL MATTERS</b>  |                         |
| A. Pool Maintenance Committee Report & Business   | Discuss/Review          |
| B. Sun Pointe Start Up Proposals  | Discuss/Vote            |
| C. In Depth Leak Detection – Spa & Pool Proposals   | Discuss/Review          |
| <b>9. MAINTENANCE MATTERS</b>   |                         |
| A. Job Summary Report (L/S & Maint.) & Updates  | Discuss/Review          |
| B. R&S Gate Preventative Maintenance Proposal   | Discuss/Vote            |
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| D. Pacific Surfacing Proposal   | Discuss/Vote            |
| E. CR Gutters – Phase Two Cleaning Proposal   | Discuss/Vote            |
| <b>10. OLD/NEW BUSINESS</b>   |                         |
| A. Inspector of Elections – Bob Rieder  | Discuss/Vote            |
| B. Annual Meeting Agenda  | Discuss                 |
| <b>11. MANAGER'S REPORT</b>   |                         |
| A. Board Calendar   | Verbal/Review           |
| <b>12. EXECUTIVE SESSION – Closed Session</b>   | Adjourn                 |
| A. Violation Matters & Report - 069-149864A   | Discuss/Vote            |
| B. Contracts  | Review/Vote             |
| C. Legal Matters  | None                    |
| <b>13. ADJOURNMENT/NEXT MEETING DATE – February 24<sup>th</sup>, 2026</b>                     |                         |

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