



CRUMMACK HUSEBY

**EVERGREEN COMMUNITY ASSOCIATION  
GENERAL SESSION MEETING MINUTES**

A California Nonprofit Corporation  
**WEDNESDAY, JANUARY 31, 2024**

**NOTICE OF MEETING**

In accordance with Civil Code §4920, the Meeting Notice and Agenda was posted for the General Session of the Board of Directors of Evergreen Community Association, held via teleconference.

**ROLL CALL**

A quorum of the Board was established with the following Directors in attendance:

Directors Present:                Russell Drouillard, *President*  
   Tom Levitt, *Vice President*  
   Dennis Yunker, *Treasurer*  
   Clyde Roe, *Secretary*

Directors Absent:                *One (1) Vacant Seat*

Crummack Huseby:    Bridget Frost, CMCA®, *Community Manager, Crummack Huseby*  
   Bryn Kirkpatrick, *Community Manager, Crummack Huseby*

**EXECUTIVE SESSION MANAGEMENT DISCLOSURE**

The Board met in Executive Session prior to this meeting to discuss the approval of Executive Session minutes, Delinquent Accounts, CC&R hearings, third-party contracts, or enforcement matters.

**CALL TO ORDER**

President Russell Drouillard called the General Session of the Board of Directors to order at 5:57 PM.

**HOMEOWNER FORUM**

In accordance with California Civil Code, the homeowners were given an opportunity to address the Board of Directors during General Session. No homeowners were in attendance.

**CONSENT CALENDAR**

By general and unanimous consent of the Board, the Consent Calendar was accepted, consisting of the following items:

1. October 26, 2023 General Session Meeting Minutes;
2. Treasurer's Report – Ratify:
  - a. Civil Code §5500/5501 – Each member of the Board (the Financial Committee) reviewed and acknowledged the monthly financial statements for October and November 2023, subject to audit.
  - b. Civil Code §5502 – The Board acknowledged any transfers/payments exceeding \$10,000.00.
3. Ratifications of emergency decisions held between meetings (pg.33-55):
  - a. Approval of Insurance Policy Renewal with Alera ARR Insurance Agency for an annual premium of \$29,528.00, to be expensed to GL# 5020 – Insurance.
  - b. Park West Proposals:
    - i. #108540- implement a new Point of Connection at water

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meters located at Hidden Valley and Morro Bay at a cost of \$3,896.84, to be expensed to GL# 6030 Landscape - Sprinkler/Irrigation Repairs & Maintenance.

- ii. #110060 for additional plant installs along Ukiah at a cost of \$1,1680.00, to be expensed to GL# 6040 - Landscape - Punch List & Extras.

- c. Advanced Painting & Wood Repair Invoice #2023-23366 to paint 3, 8 and 16 Mineral King at a cost of \$1,485.00, to be expensed to Reserve GL# 3025 – Doors.

**\*\*\*End of Consent Calendar\*\*\***

**CERTIFIED MANAGER DISCLOSURE**

As required by the Business and Professions Code §11504, the Board was provided with the annual disclosure regarding its Community Manager. The Board reviewed and filed the report; no further action was required.

**PARKWEST PROPOSALS**

The Board reviewed the presented Park West proposals and tree care plan. The tree care plan was tabled until after walking with the arborist. No action was taken.

**BLOCK WALL REPAIR PROPOSALS**

The repair proposals for the block wall at 17 Three Rivers were tabled in order to review the survey of the block walls throughout the community. A Board directive was made to management to approve a repair not to exceed \$500, utilizing foam in-fill and paint.

**ANTIS ROOFING PROPOSALS**

A motion was made by Russell Drouillard, seconded by Tom Levitt and unanimously carried to approve the proposal from Antis Roofing to repair the gutter at 31 Roseville at a cost of \$575.00, to be expensed to Reserve GL Account #3600 – Roofs.

**ANTIS ROOFING DISCUSSION**

Board to review the Antis report for the recent inspection along with history of yearly reports, with specific attention paid to why the gutter repair at 31 Roseville may have been missed, requiring a homeowner request for replacement based on a visual inspection.

**23 CRESCENT CITY GARAGE DOOR DISCUSSION**

A motion was made by Russell Drouillard, seconded by Dennis Yunker and unanimously carried to bill back the homeowner at 23 Crescent City for half the amount paid for the garage installation, as was agreed. The total invoice amount was \$2727.00, with the homeowner to be billed \$1,389, and the reimbursement to be applied to Reserve GL Account #3025 - Doors.

**WORK ORDER REVIEW**

The board reviewed the open work order list.

**LANDSCAPE COMMITTEE**

Tom Levitt spoke on behalf of the landscape committee. Tom informed the Board the while the water usage has been overall higher, the water tracking modem was installed in November and the flow sensors are working, with Park West taking weekly readings and adjusting the water per county and city restrictions. The Park West walk was completed and proposals for Zone 2, 3, and 4 will be received from Park West, and the mulching is being scheduled.



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**ARC COMMITTEE**

No action was taken.

**PARKING ENFORCEMENT DISCUSSION**

Parking enforcement options will continue to be discussed and strategized.

**NEXT MEETING**

The next General Session Meeting is scheduled for Thursday, February 22, 2024, 6:00 pm.

**ADJOURNMENT**

There being no further business to come before the Board of Directors in General Session, a motion was made, seconded, and carried unanimously, to adjourn the General Session meeting at 7:14 pm.

**SECRETARY'S CERTIFICATE**

I, Clyde Roe, the duly appointed and Acting Secretary of The Evergreen Community Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the General Session meeting held on the above date as approved by the Board of Directors.

ATTEST: Clyde Roe DATE: 2/27/2024 | 6:45 PM PST