



BOARD OF DIRECTORS  
OPEN SESSION  
MINUTES  
July 20, 2024  
10:00 am, Saturday

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1. **CALL TO ORDER:** The meeting was called to order at 10:00am

2. **ROLL CALL**

**Board Members**

*In-Person:* Matthew Gourley, Mark Foley, Brian Kwasny, and Francisco Valdes

*Present Via Zoom:* Michael Garner

*Absent:* Columba Quintero and Hortencia Vargas

*Quorum present?* Yes

**Others Present**

General Manager: Brian Brintle II

Board Vice Secretary: Isabell Hernandez

3. **PLEDGE OF ALLEGIANCE**

4. **SUMMARY OF EXECUTIVE SESSION**

Executive Sessions may cover litigation, member discipline, contract negotiations with third parties, personnel matters, meetings with legal counsel, and foreclosure decisions.

Board Action and Comment: Board President Matthew Gourley summarized what was discussed in Executive Session. The Board reviewed appealed and non-appealed citations, foreclosures, and monthly spending transactions.

5. **MEETING MINUTES APPROVAL**

Approval of the June 25, 2024, Special Meeting Minutes.

Board Action and Comment: Michael Garner motioned to approve the June 25, 2024, meeting Minutes. Francisco Valdes seconded the motion. The motion carried by a vote of 5/0 absent Columba Quintero and Hortencia Vargas.

6. **FINANCE: MONTHLY FINANCIAL REPORT**

Board to review and acknowledge receipt of the monthly financials through May 2024.

Board Action and Comment: Brian Kwasny motioned to approve receipt of the May financials. Francisco Valdes seconded the motion. The motion carried by a vote of 5/0 absent Columba Quintero and Hortencia Vargas.

## 7. COMMITTEE REPORTS

- Recreation
- ARC
- Finance
- Newsletter
- Pickleball
- Private Marina
- NRWMAC
- Oak Shores 2
- Sewer Committee

**Recreation:** Director of Activities, Janice Gillenwater, presented the recreation report. Janice thanked all the volunteers from the July events. The 4<sup>th</sup> Annual Cornhole Tournament scheduled for next weekend, half of the profit will be donated to NRWMAC. Blood Drive upcoming on the 28<sup>th</sup>, ideal to have at least twenty donors. The Volunteer Fire Brigade is hosting the Labor Day Event BBQ and Parade to fund the Volunteer Fire Brigade.

**ARC:** Denise Desmond reported this year to date, 65 approved applications. 35 tree trimming applications approved and 52 projects finalized. Reminder given that all exterior work needs to be ARC approved before work can begin. The ARC Guidelines are available in our office and on our website. Code Enforcement and Denise in the Fall will be conducting their inspections within the community checking for CC&R violations.

**Finance:** General Manager, Brian Brintle reported on what was discussed at the last Finance Committee meeting. Discussion of the monthly financials, the Reserve Study first pass, and upcoming spending. The 2025 Budget will be started in August.

**Newsletter:** Tom Alena reported that the next Newsletter will be released in mid-August. This issue will feature Board Election candidates' statements and an ARC report added to the staff reports.

**Pickleball:** Diane Taylor reported that she is collaborating with Rod Olguin on the lighting. There is now Pickleball merchandise available in The Corner Store.

**Private Marina:** Randy Gillenwater reported that water is still up so the docks have not moved. Docks C, D and E will be moved once the last two concrete steps down to the docks are exposed. The rest of the docks will remain for the rest of the year based on the release report from MCWRA. Below 40% is when docks need to be moved to be nested.

**NRWMAC:** Michele Lauffer thanked Janice Gillenwater for the donation from Recreation that were the proceeds from the 4<sup>th</sup> of July Taco Truck event. The lawsuit against MCWRA was expected to be an eighteen-month process and we are a year in. Michele presented the raffle drawing prize to the winner.

**OSII:** Brian Brintle reported that Phase 1 no longer is listed so the assumption is that it had sold. No other activity to report.

**Sewer:** Matthew Gourley reported that the county is waiting for eight more Right of Entry permissions out of the twenty-six property owners in the interceptor project. The county needs this paperwork before they can begin the work. Brian Brintle will ask for an update from the county to see if eight owners is still the accurate count.

## 8. NEW BUSINESS

- a) AUTHORIZATION/RESOLUTION TO FORECLOSE # 22028

Approval to proceed with the foreclosure process for the following property with a Collection acct. #22028 that have become severely delinquent on their HOA account fees. The second step in the Collection action is for the Board to motion by a majority vote to Authorize foreclosure on the property.

Board Action and Comment: Brian Kwasny motioned to approve proceeding with the foreclosure process with Collection account #22028. Mark Foley seconded the motion. The motion carried by a vote of 5/0 absent Columba Quintero and Hortencia Vargas.

**b) AUTHORIZATION TO PUBLISH NOTICE OF SALE**

Approval to proceed with recordation of the notice of Trustee Sale of a foreclosed property TS #21893.

Board Action and Comment: Francisco Valdes motioned to approve proceeding with recordation of the Notice of Trustee Sale of the property for Collection account #21893. Brian Kwasny seconded the motion. The motion carried by a vote of 5/0 absent Columba Quintero and Hortencia Vargas.

**9. OLD BUSINESS**

**a) OAK SHORES COMMUNITY GUIDELINES UPDATE**

- Matthew Gourley reported that the Guidelines were being pored over and progressing with any necessary changes.

**b) OAK SHORES FIRE & MEDICAL BRIGADE BOARD UPDATE**

- Randy Gillenwater reported that there is a three-day class in mid-August to train and certify volunteers. Enough donations were received to purchase the fully stocked smaller fire truck with pump. The seller discounted the price because of discovered leaks, and it is now in the shop for repairs.

**c) MASTER PLANNING AD HOC COMMITTEE UPDATE**

- Rod Olguin reported the horseshoe pits, volleyball, bocci ball are all being worked on. Phase 1 consists of the grading for the two pads for the activities. This phase is anticipated to be complete around the end of August. Phase 2 consists of putting in the volleyball courts next to horseshoe pits on one graded pad and is anticipated to be complete by the end of September. Phase 3 will consist of installing the bocci ball, footing for the lighting and an area for cornhole anticipated to be complete by the end of the year.

**d) COMMUNITY FLAG PROJECT**

- Rod Olguin reported that two dozen flag submissions were received by the May deadline. A selection committee was assembled to narrow down the finalist. Each final flag will include one with wording and one without the wording.

**e) SLO COUNTY ZIP CODE INITIATIVE**

- Brian Brintle reported that Steve Gutierrez met with Congressman Panetta. The Zip Code Initiative has gained traction since it reached Washington D.C.

## 10. STAFF DEPARTMENT REPORTS

### a) GATEHOUSE

- Brian Brintle reported over five thousand check ins at the Gatehouse. 41% of those check ins were guests with boats and 9.2% were vacation renters with boats.

### b) MAINTENANCE

- John Lawson reported that the pool is seeing increased activity which increases the maintenance frequency. However, the pool recently passed county inspection. Maintenance has also fixed the water break issues at the campground by replacing the pressure regulator.

### c) CODE ENFORCEMENT

- Brian Brintle reported that Patrol Supervisor Nick Baldiviez will be retiring and is training Leo for the Supervisor role. If you see two patrol officers in a vehicle, it is due to training purposes. Twelve citations, six warnings, and nine home violations were cited by patrol this past month, including twenty-six follow up violations. Brian reminded the community to always stop at the Stop signs, there has been an increase in citations for running the Stop signs.

## 11. OPEN FORUM/MEMBER COMMENTS

Members can submit a comment request to speak at the meeting and will be given a maximum of 3 minutes to address their issues-concerns-or suggestions.

**Lisa Hctor** – Lisa reported that when she is walking her dog that there has been an increase in loose dogs attacking her and/or her dog. She is recommending that there be a stiffer penalty for unleashed dogs to mediate the problem. There has also been an increase in loose dogs at events and the pool area that she would like to see resolved.

**Diane Taylor** – Requesting an update on roadwork that is needed on Bass Point and timing of when overlay of the Gate parking lot will be done and when arm bars will be installed at the Gate entrance. Brian Brintle responded that he is soliciting bids for the parking lot overlay at the Gate and the arm bars. Bass Point Rd. is on the list of roads that are part of the county interceptor project. That project will be tearing up roads and it would make more sense to defer the micro-surfacing of these roads until after the interceptor project is completed.

## 12. ADJOURNMENT- The meeting adjourned at 11:43am

Minutes submitted by Board Vice Secretary, Isabell Hernandez