

**EMERALD HILLS HOMEOWNERS ASSOCIATION, INC.
MINUTES OF BOARD OF DIRECTORS MEETING**

October 8, 2008
Fire Station #19, 4091 Jefferson Avenue, Emerald Hills, CA
7:31 pm

The following are the minutes of a meeting of the Board of Directors (the "**Board**") of Emerald Hills Homeowners Association, Inc., a California corporation (the "**Association**" or the "**EHHA**"). The meeting was held on the date and at the time referenced above. Attending the meeting were Directors Michael Mangini (Chair), Adriana Botto, Tim Farrar, Frank Fraone, Mike Sherman, and Marline Underwood. Directors Tom Brouchoud, Joe Foraker, and Carla Rayacich were absent. In addition, several members of the community, including residents Doug Coke, Ken and Melanie Della Santina, Carolyn Kendall, Nancy Mangini, Amer Moorhead, Helen Phillips, Forest Preston, Stuart and Lorraine Rumley, and Harold Shaw, were present. Also in attendance by invitation from the Board were Christina Kerby, Joe Ortiz, and Lawrence Soe from the San Francisco Public Utilities Commission (the "**SFPUC**"). Director Botto acted as Secretary and kept the minutes of the meeting.

A quorum being present, the meeting was called to order.

The Agenda was read, and after brief discussion, approved.

1. Visitor Forum (Comments) / Member Input. None

2. Announcements. None

3. Correspondence.

Director Mangini read a letter addressed to the Association from resident Marc Romer.

4. Approval of Past Meeting Minutes.

Director Botto presented meeting minutes from the Association's September 10, 2008 Board meeting for approval. She presented the minutes that had been marked to show changes that had been made, pursuant to comments received by email from Director Brouchoud, since the minutes had been originally circulated to the Board for review. She also requested the replacement of one word in item 6 of the minutes.

MOTION: Director Mangini moved to approve the September 10, 2008 Board meeting minutes as presented (including marked changes and word choice edit).

SECOND: Director Underwood seconded.

A brief discussion followed.

Motion approved.

5. Treasurer's Report.

Next Director Farrar provided a verbal report to the Board. He indicated that the Association currently had a total of \$4,115.96 in its bank account, had received donations totaling \$4,720 since April of 2008, and that he still anticipated receipt of \$1,000 to cover costs related to the August newsletter. The directors asked several questions and a discussion regarding the Association's finances, the picnic budget, and the budget for the remainder of FY '08 followed.

MOTION: Director Sherman moved to accept the Treasurer's Report as presented.

SECOND: Director Underwood seconded.

A brief discussion followed.

Motion approved.

6. Guest Speakers (SFPUC): Christina Kerby, Joe Ortiz, and Lawrence Soe

Ms. Kerby thanked the Board for the invitation to speak. She provided a brief background; outlined the Bay Division Pipeline Reliability Project; described how the project would likely affect the residents of Emerald Hills during the construction phases and how the project would ultimately benefit our community; and provided information about how residents could sign up to receive current information about the project (see the attached "Fall 2008 Fact Sheet" for further details). She and her colleagues also answered several questions from the community and the Board.

Discussion followed.

The Board thanked Ms. Kerby and her colleagues for presenting and thanked the community for attending.

7. Community Events Report.

Emerald Hills Community Picnic

Next Director Mangini reported on the outcome of the very first Association sponsored Emerald Hills Community Picnic. He felt that the picnic was a success. He indicated that he had received many compliments from those in attendance, including those who thought the picnic did a great job of bringing not only neighbors together, but also the community together as well. He thanked all of the Board members not only for the outstanding work they had done over the past several months in preparation for the picnic, but also for the work they had done the day of the event. He also thanked Event Chair (and director) Marline Underwood for her tireless efforts in organizing and coordinating all of the event logistics and volunteers, director Carla Rayacich for the use of her tug-of-war rope, and director Tom Brouchoud for leading all of the group activities the day of the picnic.

Director Underwood thanked all of the non-Board volunteers for all their hard work including:

- Wes Craddock
- Steve Gilsdorf

- Rose Marie Gissel
- Evelyn Logan
- Sanda Logan
- Jean Massing
- Phyllis McGrath
- Jan Molvar
- Karen Montague
- Gayle Morrison
- Karen Sherman

Director Underwood also noted that Rose Gissel had written thank you notes to all of the event sponsors.

The Board then discussed the participation of the event sponsors and how appreciative it was for each sponsor's participation and contribution to the picnic. After discussion, it was agreed that the Association would present plaques or certificates of appreciation to all of the event sponsors including:

- Aveda Spa & Nail Salon
- Budget Signs
- Canyon Auto Service
- Canyon Cleaners
- Canyon Coffee Roastery
- Canyon Inn
- Cielo Salon
- Daylight Sales LLC
- Emerald Hills Lodge & Golf Course / Redwood City Elks Lodge #1991
- Emerald Market
- Momo the Clown
- Paymon's Real Estate
- Sancho's Taquería
- Snap Fitness

The Board agreed that Director Underwood would present a plaque to the Elks and that Director Mangini would present a plaque to the Emerald Market.

Redwood City 4th of July Parade (2009)

Next Director Mangini outlined the preliminary research he had done on float design in connection with the possibility of entering an Emerald Hills community float in the 2009 Redwood City 4th of July parade. After discussion, the Board agreed to poll the community in the next newsletter to determine the level of community interest.

8. Watershed Update.

Next Director Mangini gave a brief update on the September 30, 2008 Environmental Quality Committee meeting (materials for which can be found on pages 131-132 at this link: http://www.co.sanmateo.ca.us/bos.dir/BOSCommittees/FO/2008/FOSpecMtg_20080930.pdf). He noted that the language in the Statement of Purpose and Objectives did not adequately reflect

the pledges made to homeowners and constituents at the earlier July 22, 2008 meeting and that he had requested that the Objectives be updated to reflect the following:

- Use verifiable scientific research to identify and validate problems in each watershed.
- Develop enhancement objectives for each watershed, recognizing that each watershed may present unique management and protection challenges and opportunities.
- Ensure adequate opportunity for public review and comment during all phases of program development prior to Supervisorial approval or implementation.

Discussion followed.

9. Zoning and Design Review Update.

Next Director Mangini discussed the results of the Emerald Lake Hills Community Survey on Zoning and Design Review (which can be found at this link: http://www.sforoundtable.org/p&B/pb_elh_assessment.html). Member Nancy Mangini then presented a policy proposal to the Board for their review and consideration. The Board reviewed the proposal and the survey results, and after lengthy discussion and amendment of the original policy proposal,

MOTION: Director Farrar moved to present the following policy proposal, as amended, to the San Mateo County Board of Supervisors:

Given that the results of the San Mateo County 2008 Emerald Lake Hills Community Survey on Zoning and Design Review demonstrate a significant level of community interest in revising current zoning and design review regulations and procedures in Emerald Hills, the Board of Directors of the Emerald Hills Homeowners Association supports the recommendation that the San Mateo County Board of Supervisors form an Emerald Hills Zoning and Design Review Policy Committee to be composed of community members representing stakeholder positions on these issues for the purpose of:

- *Conducting a thorough review of the regulations and procedures currently in force*
- *Developing language to revise these regulations and procedures to address issues identified as significant areas of concern in the Survey*
- *Submitting the result of this community-based work to the Board of Supervisors for consideration and implementation*

In the Emerald Hills community, stakeholders include community volunteers representing the following interest groups:

- *Resident Homeowners*
- *Property Owners*
- *Rental Property Owners*
- *Realtors*
- *Structural Engineers*
- *Soils Engineers*
- *Arborists*
- *Architects*
- *Building Contractors*

The work of the Committee would be conducted within a 6-month period of time beginning in January 2009 and completed not later than July 2009, at which time a report on recommendations for revisions in Zoning and Design Review regulations and procedures in Emerald Hills would be submitted to the Board of Supervisors.

SECOND: Director Fraone seconded.

Additional discussion followed.

Motion approved.

10. November Newsletter.

Director Botto then led a comprehensive discussion regarding the publication of the next Association newsletter, including but not limited to: its article content, layout and formatting; the budget; the possibility of switching printing vendors; and the timing of the mailing. A lengthy discussion followed and the Board agreed that Director Botto would circulate a timeline, a list of responsible persons and their action items, related to the newsletter, to the Board.

11. For the Good of the Order.

Director Underwood discussed the garbage collection service in Emerald Hills (including the fact that the 2010 contract for our garbage collection service is currently being negotiated). She indicated that several residents were displeased with the current service. After discussion, the Board agreed to poll the community in the next newsletter to determine the level of community satisfaction with the current service provider.

Director Mangini discussed the meeting schedule for the remainder of 2008. The directors present discussed the possibility of cancelling the December Board meeting. After discussion,

MOTION: Director Fraone moved to cancel the December 10, 2008 Board meeting.

SECOND: Director Sherman seconded.

A brief discussion followed, during which time the Board confirmed its November 12, 2008, and January 14, 2009, meeting dates.

Motion approved.

12. Adjourn. 9:55 pm

There being no further business to come before the Board, the meeting was adjourned.

Respectfully submitted,

Adriana Botto
Secretary