



Centre Court Homeowners Association
3195 Mecartney Road
Alameda, CA 94502
(510) 865-3363

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MINUTES

BOARD OF DIRECTORS MEETING Wednesday, November 12th, 2025

Sign _____ Date _____

Sign _____ Date _____

Board Members Present:

**Luke Sims
Jeremy Gillula
Andy Martinez
Glenn Wright**

**Vice President
Treasurer
Secretary
Member at Large**

Board Members Absent:

Marissa Mihin

President

Others Present:

**Tim Coffey
Nicelle Delos Reyes
Shenandoah Lush**

**Village Representative
Association Manager
Admin Assistant**

1. EXECUTIVE SESSION (For Board Members Only)

The Board entered the Executive Session at 6:03 p.m.

- a.** The Board reviewed the violation matters. No action required.
- b.** There were no legal matters to discuss at this time. No action required.
- c.** There were no contracts to discuss at this time. No action required.

Meeting was adjourned by Vice President Sims at 6:20 p.m.

2. CALL TO ORDER/APPROVAL OF AGENDA

Vice President Sims called the meeting to order at 6:30p.m.

Treasurer Gillula motioned to approve the agenda, with the amendment to discuss the recap the Special Budget Meeting with Vice President Sims at the end of Financials. Vice President Sims seconded the motion.

VOTE: 4 in favor (Sims, Gillula, Martinez, Wright); none opposed; motion passed.

3. CHBIOA VILLAGE REPORT

Village Representative Tim Coffey presented the Board with the September 24th, 2025 Village Report and updated the Board on previous questions regarding CHBIOA's 2026 budget and 2026 approved holidays. No action required.

4. HOMEOWNER'S OPEN FORUM/GUESTS

Homeowners were given the opportunity to speak during the Open Forum.

5. MINUTES

a. Draft Minutes: October 8th, 2025.

The Board reviewed the October 8th, 2025 meeting minutes. Treasurer Gillula motioned to approve the minutes with an amendment to correct 'Reserve Fund' to 'Reserve Study' in the Call to Order section of the minutes. Vice President Sims seconded the motion.

VOTE: 4 in favor (Sims, Gillula, Martinez, Wright); none opposed; motion passed.

6. FINANCIAL MATTERS

a. Financial Statements

The Board reviewed the October 31st, 2025 Financial Statements. Treasurer Gillula motioned to approve the financial statements. Vice President Sims seconded.

VOTE: 4 in favor (Sims, Gillula, Martinez, Wright); none opposed; motion passed.

b. Financial Distribution

Treasurer Gillula presented The Board with report outlining the financial distribution and the budgeted amount of each line item spent as of October. No action required.

c. Reserve Study

The Board reviewed and discussed the Reserve Study Proposal. Vice President Sims motioned to approve the Proposal with the Option A Site Visit Reserve Study NTE \$2,490.00. Treasurer Gillula seconded the motion.

VOTE: 4 in favor (Sims, Gillula, Martinez, Wright); none opposed; motion passed.

d. Future Project Funding Strategy

The Board discussed hosting a Centre Court holiday themed Townhall potluck meeting to inform the Membership of the Association's financial standing, and take questions regarding the approved budget and funding strategies. Treasurer Gillula motioned to approve the proposed townhall NTE \$150.00. Vice President Sims seconded. Management to send postcard notices to homeowners.

VOTE: 4 in favor (Sims, Gillula, Martinez, Wright); none opposed; motion passed.

e. Budget Recap

Treasurer Gillula discussed the November 11, 2025 Special Budget Meeting and updated Vice President Sims on the 2026 budget. No action required.

7. ARCHITECTURAL MATTERS

a. Architectural Status Report

The Board reviewed the Architectural Status Report. No action required.

8. EV COMMITTEE BUSINESS

a. EV Committee Matters

Secretary Martinez and Irving Gonzales presented the Board with EV updates. No action required.

9. LANDSCAPE MATTERS

a. Terra Landscaping Updates

The Board reviewed updates from Terra Landscaping. No action required.

b. Terra Valve Replacement Proposal -316 – 367 Centre Court

The Board reviewed Terra's proposal to replace a broken valve located in the irrigation zone between 316 and 367 Centre Court. Vice President Sims motioned to accept the proposal NTE \$950.00. Treasurer Gillula seconded. repair a main line break at 151 Centre Court.

VOTE: 4 in favor (Sims, Gillula, Martinez); none opposed; motion passed.

c. Terra Tree Installation Proposals

-Removal/Replanting

The Board reviewed Terra's proposals to remove shrubs and install trees at 115, 258, 405, 358, 266 and 103 Centre Court. The Board tabled the proposals pending an in-depth site walk with the Maintenance Committee and Terra Landscaping arborist team. Management directed to inform Terra to have all proposals submitted for review at the December 10th, 2025 Board Meeting. No

action taken.

-Paver Replacement Proposal

The Board motioned to table Terra's proposal to reinstall pavers in the common area in from of 365 Centre Court until the December 10th, 2025 Board Meeting. No action taken.

d. EBMUD Water Reports

The Board reviewed the October 2025 EBMUD water reports. No action required.

10. MAINTENANCE MATTERS**a. Job Summary Report (L/S & Maint.)**

The Board reviewed the Jobs summary report. No action required.

b. Maintenance Committee Business/Update

The Maintenance Committee updated the Board on October and November's site walks and discussed future maintenance plans for Centre Court. Management to provide the No action required.

c. Exterior Maintenance and Workmanship Update**i. Utility Cabinet Proposal**

The Board reviewed a proposal from UPSI (\$37,271.00) to repair or replace the Association's utility cabinets. This matter is tabled until the December 10th meeting pending further bids. No action required.

d. PSL Updates

The Board reviewed two contracts from Streamline Plumbing (\$656,920.00) and Waterworks (\$31,600.00) to perform the Private Sewer Lateral work in 2026 After discussing the Streamline's proposal cost compatibility with the Reserve Fund and 2026 Budget, Treasurer Gillula confirmed that Centre Court did have the future funding plan to accept the contract. Management confirmed that Streamline still has availability in 2026. Vice President Sims motioned to approve the contract pending the Boards review of the final proposal prior to the start of construction. Treasurer Gillula seconded.

VOTE: 4 in favor (Sims, Gillula, Martinez, Wright); none opposed; motion passed.

e. Metal Fence Repainting Proposal

The Board reviewed three proposals from Urban Painting (\$37,500.00), Varsity Painting (\$3,625.00) and B Taylor Painting (\$11,709.00) to repaint the perimeter fencing around the Association. The Maintenance Committee noted that the map provided to the contractors was inaccurate. This matter was tabled until the December 10th Board Meeting, pending the revision of the bids with the accurate map provided. No action taken.

11. HOSPITALITY COMMITTEE BUSINESS

There were no updates provided. No action required.

12. HOMEOWNER COMMUNICATIONS—FINE PROPOSAL

The Board reviewed President Mihin's proposal to fine homeowners \$25.00 per month if they do not provide the Association with their preferred method of receiving official HOA notices. The Board noted that they would prefer to try canvassing the Association first, and tabled this matter pending it for review should it prove unsuccessful.

13. OLD BUSINESS/NEW BUSINESS

None discussed at this time.

14. MANAGER'S REPORT

Management gave a brief report.

a. Board Calendar

The Board reviewed the calendar. No action required.

15. ADJOURNMENT/NEXT MEETING DATE – December 10th, 2025 at 6:30 P.M.

As there was no further business, the meeting was adjourned at 8:09 m.

I CERTIFY THAT THE FOREGOING IS A TRUE AND CORRECT COPY OF THE MINUTES APPROVED BY THE BOARD OF DIRECTORS:



Signature



Print Name



Date



Title