

**MINUTES VIA VIDEO CONFERENCE & IN PERSON**  
MEETING ID: 83980139249  
**BOARD OF DIRECTORS**  
**COMMUNITY OF HARBOR BAY ISLE OWNERS' ASSOCIATION**  
**FEBRUARY 25, 2026**

**BOARD MEMBERS PRESENT:** Bill Pai, President  
Gary Lym, Vice President (arrived at 7:20pm)  
Paul Beusterien, Treasurer  
Gary Hoffer, Secretary  
Lee Harris, Director  
Tim Coffey, Director

**BOARD MEMBERS ABSENT:** None

**STAFF PRESENT:** Dawn Jaeger, Executive Director  
Jacqui Vasquez, Office Manager

**CALL TO ORDER**

Vice President Lym called the meeting to order at 6:49 PM.

**ROLL CALL / APPROVAL OF AGENDA**

Roll Call was conducted by Ms. Vasquez. The members that were present are listed above. The Board reviewed the agenda. President Pai advised the Board of an emergency agenda item titled "Insurance" that needed to be added to the New Business section of the agenda.

**President Pai moved to approve the agenda as submitted with the above mentioned addition of "Insurance" to New Business. Secretary Hoffer seconded the motion.**

**VOTE:** Motion carried unanimously (5 in favor-Pai, Beusterien, Hoffer, Harris and Coffey); none opposed or abstained.

President Pai stated that this will be his last meeting as Board President but will continue as Inspector of Elections for 2026. He has been on the Master Board since 2007.

**PRESENTATION- FLOCK LPRs-UPDATE**

Costa Brava HOA Board President Mike Robles-Wong updated the Board on the status and effects of the LPR cameras of the past first year of their presence in Harbor Bay. His update included the recommendation of installing four more cameras by CHBIOA in strategic areas not currently being monitored. The report is available on the website.

**OPEN FORUM**

Homeowners spoke during Open Forum.

**CONSENT CALENDAR**

The Board reviewed the minutes from the meeting on December 10, 2025.

**President Pai moved to approve the minutes, including the correction of one typo as submitted at the meeting as well as all of the Consent Calendar. Director Harris seconded the motion.**

**VOTE:** Motion carried (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

## **REPORTS**

### **A. CLASS REPORT**

CLASS presentation by Jon Hamilton to Master Board at February, 2026 BOD meeting:

“CLASS has 6 volunteers in CHBI, 1 in Normandy, and another in Ballena Bay

Homes not in CHBI pay the same monthly amount as does CHBI.

MD-11's remain grounded after the Nov 3<sup>rd</sup> UPS crash last year. As a member of the Noise Forum, I have requested the use of forum funds to measure 2 to 5 AM aircraft noise in the months of December 2024 and 2025 to measure the net impact of MD-11 noise. More on this later.

A few residents in the areas near the ferry terminal have commented that nighttime noise has been reduced likely due to the lack of MD-11's.

UPS has recently announced that they will retire their MD-11 fleet. What I have seen to date regarding FedEx is that they may resume MD-11 use as early as May and do not plan to retire them until 2032.

The 7AM to 10PM South field departure for planes going N and E typically fly the CNDEL procedure. This has the planes going straight out at 296 degrees magnetic. We have requested that they fly 6 degrees to the left once reaching 520 feet in altitude. This was set to occur by Feb of 2024. It was delayed and recently denied. At the December OAK noise forum CLASS started in motion a process of formal requests for the FAA to explain in detail the rational for such a denial. Yesterday we were told by the airport that it's back on a gain to start in February of 2027.

Regardless of what we were told by the airport the formal request will be followed through requested the delay for implementation. This small change has a measured noise reduction of 3dB and puts the planes further away out in the bay.

The recent Superbowl event was interesting in that the jets used the S field as they should except for perhaps about 5 which departed the N field. It was a sight to see so many jets moving in a line to the S field following best NAP practices.

There are a lot of smaller issues in the background, but I just was to point out the push to try to get the OAK noise forum to perform better using SFO's forum as a model. Increased communication is important and real work output is important as well. SFO produces real studies and OAK does not. We're pushing hard to turn the OAK forum into something more than a “just check the box” meeting for the airport. This has a lot to do with the structure of how the two organizations were formed. The Port runs the OAK Forum and the county of San Mateo runs the SFO equivalent. They run a tight ship at SFO and we need to do the same. This is going to require a lot of communication with the adjacent cities to get them more involved.”

### **B. Directors**

The Directors gave their reports. They also thanked President Pai for his years of steady, conscientious leadership of the Master Board over the years.

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**\*\*The Board adjourned to Executive Session at 8:00pm to discuss Agenda Item 8b-Governing Documents-Update. Attorney Cyrus Koochek joined the meeting to review the first re-draft of the bylaws with the Board. The Board re-convened into Regular Session at 8:40pm.**  
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**C. Executive Director/Staff**

Ms. Vasquez reminded the Board of the date of the upcoming 2026 Board Member Volunteer Appreciation Event on Thursday, April 30, 2026, beginning at 5:00pm. More information will be included on the invitation that will be going out around the middle of March.

**FINANCIALS**

**a) November/December, 2025 and January, 2026 Financials**

The Board reviewed the financials as submitted.

**President Pai moved and Director Harris seconded to accept the financials as submitted in accordance with Civil Code Section 5509.**

**VOTE:** Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

**b) Delinquency Report**

The Board reviewed the delinquency report as submitted.

**President Pai moved and Director Harris seconded to accept the financials as submitted in accordance with Civil Code Section 5509.**

**VOTE:** Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

**c) Bank Accounts**

ED Jaeger advised the Board of an issue with some associations using accounts from alternative financial institutions, such as Edwards Jones, as their operational accounts, which is illegal because they are not FDIC insured.

**President Pai moved to support the enforcement of CHBIOA approved financial institutions for operational banking accounts. Director Harris seconded the motion.**

**VOTE:** Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

**OLD BUSINESS**

**a) Fee Schedule Ratification**

ED Jaeger advised the Board that no comments were received during the 28+ day comment period for the revised Fee Schedule.

**Director Harris moved and Secretary Hoffer seconded to accept the 2026 Fee Schedule as submitted.**

**VOTE:** Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained

**b) Governing Documents - Update**

This agenda item was discussed in Executive Session at 8:00pm.

**c) Website Update**

ED Jaeger advised the Board that the Community's website is up and running with new content, ADA compliance features, a monthly blog, and an easy-to-read mobile app.

**NEW BUSINESS**

**a) 2026 Reserve Analyst Selection**

The Board reviewed the Update Reserve Study Proposal from Murray Joseph & Associates.

**President Pai moved and Secretary Hoffer seconded to accept the proposal as submitted.**

**VOTE:** Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

**b) 2026 CHBIOA Inspector of Election Appointment**

**Vice President Lym moved and Secretary Hoffer seconded to appoint Mr. Bill Pai as CHBIOA Inspector of Election from present through March, 2027.**

**VOTE:** Motion carried unanimously (5 in favor-Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed; Pai abstained.

**c) 2026-01 Resolution for Monetary Transfers & Authorizations**

ED Jaeger advised the Board that this is the same resolution passed every year by the Board, where written authorization is needed above \$5,000.

**Secretary Hoffer moved and President Pai seconded to approve the resolution as submitted.**

**VOTE:** Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

**d) Donation Requests**

Two donation requests were received and reviewed by the Board:

CHBIOA Association Manager Samantha Soogian requested that the Board sponsor Alameda Girls Softball Association in the amount of \$500.

CHBIOA Director of Maintenance Joe Landaeta requested that the Board sponsor the 98<sup>th</sup> Annual Alameda Commuters Golf Tournament in the amount of \$250.

**Secretary Hoffer moved and Vice President Lym seconded to approve both donation requests as submitted.**

**VOTE:** Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

**e) Communications**

Ms. Vasquez reviewed the appreciation letter from Alameda County Food Bank for our recent participation in a holiday food drive.

**f) Insurance**

ED Jaeger advised the Board of a huge increase in the cost of our insurance policies for liability and excess liability.

**Secretary Hoffer moved and President Pai seconded to approve a \$200,000 limit for ED Jaeger to obtain the required liability policy.**

**VOTE:** Motion carried unanimously (6 in favor-Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

**ADJOURNMENT- 9:20PM**

**President Pai moved and Vice President Lym seconded to adjourn the meeting at 9:20pm.**

**VOTE:** Motion carried unanimously: 6 in favor (Pai, Lym, Beusterien, Hoffer, Harris, and Coffey); none opposed or abstained.

The next regular meeting of the Board of Directors meeting is scheduled for March 25, 2026

Minutes approved on \_\_\_\_\_ by \_\_\_\_\_  
CHBIOA Board Member