

Approved

**Los Verdes Park I
Board Meeting Minutes
August 16, 2011**

The meeting was called to order at 6:40 PM. Board members present were Sara Flickinger, Carl MacMahon, and Hal Severn. Owners present were homeowners Jon Kaufman (#7), Ann Moore (#46), Penny Porter (#52), Lynn Murray (#43) and Xiaomin Jin (#38). Also present was Janet Shaner from Farrell Smyth Property Management.

Approval of Minutes – Carl motioned and Sarah 2nd to approve the 7/19/2011 minutes. 2 in favor, 1 abstention. Motion passed, minutes approved as written.

Consider additions / changes to this agenda – Carl has new bids to present for the roof repairs currently on the agenda. Sarah adds Drainage / Sump Pump to Old Business.

Correspondence

1. Letter from Ann Moore (46 Del Sol) regarding bike riding, skateboarding and scooters on Del Sol Ct. – discussion took place at the end of the meeting. It was suggested that if owners have concerns about children playing in the street, on driveways, and walkways; they should speak to the parents about their concerns. Neighbor to Neighbor. Not an Association issue.
2. Letter from Xiaomin Jin (38 Los Verdes) requesting that their roof be repaired soon, it has been 8 months since the initial leak began. (see response in Old Business section) Board assured owner that repairs would begin within the next 30 days.

Reports

1. Manager's Report – See Attached
 - a) Regarding Item 4 – Insurance Renewal - Sarah requested that Sonia contact a State Farm agency to submit a bid.
2. Treasurer Report – The July 2011 financial report was reviewed and approved as presented. The balance in the operating account is \$37,802.60. The balance in the reserve accounts is \$116,764.27
3. Budget Committee – No Report
4. Landscape Architecture Committee – Lynn Murray – See Report
5. Structural Architecture Committee – No Report
6. Recreation Task Force – No Report
7. Unit 14 Fire Claim Status – Letter was drafted by Ogden Fricks, attorney; and sent to Mr. McNamara requesting payment of the deductible. The deductible must be paid and an Asbestos & Lead testing done by the owner must be done prior to any construction work to begin. The owner has 2 weeks to respond from 8/15/2011.

Old Business

1. CC&R Revision Update – No Report

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2. Office copier – lease has been cancelled as of 9/15/2011. Sonia will receive Return Authorization Instructions from Delage Landen for direction on return procedure. Hal and Carl will assist in returning the machine.
3. Homeowners Repairs – Carl presented new roof repair bids from Tim Brown Roofing. The bids were considerably lower than the bids on file.

Sarah made a motion to accept Tim Brown Roofing (TBR) bids with repairs only to Units 52 and 66. – Motion dies for lack of approval.

Sarah made a motion to approve Tim Brown Roofing bids for Units #38, #41, #78. Hal seconds the motion. All in favor. Motion passed.

Sarah made a motion to do the repairs on Units #52 and #66, rather than the full re-roof. Hal seconds the motion. All in favor. Motion Passes.

Unit 38 – Garage Tile Roof – TBR bid \$1700.00

Unit 41 – Garage Tile Roof – TBR bid \$1700.00

Unit 78 – New Tile Bid – TBR bid \$2200.00

Unit 52 – Garage Tile Roof – TBR bid \$800.00 for repairs, \$1700.00 for complete re-roof of garage

Unit 66 – Garage Tile Roof – TBR bid \$800.00 for repairs, \$1700.00 for complete re-roof of garage

Unit 67 – Roof/ South Wall issues – Jon is working on this and the board is waiting to hear from him

Unit 46 – Approve of additional work – Sonia will contact Chris for bid, he has already seen the area needing work. If the cost is under \$300.00 the work can begin, if over \$300.00; it will need board approval.

4. Assessment Letter for Legal Costs – Tabled
5. Road Paving Status – Hall will make a call to Toste and schedule the next phase to be done. Carl will assist Hal if necessary. Notices will need to be posted.
6. Review of Draft Water Damage Policy – Tabled
7. Drainage – Sump Pump – After much discussion Hal requested to have a meeting with Dennis Takahashi (Landscape) to go over the current plan and to discuss the slope of the ditch, moving the ditch 12” to 18” from fence lines and a solid pipe to be added to move water from downspouts away from the units involved. Sarah stated she would also meet with them. Lynn will call Dennis and set a meeting for Thursday, Aug 18th at 4:00 pm. If the costs exceed the current bid by \$300.00, a special meeting will be called with Dennis.

Sarah made a motion to ‘conditionally’ remove the stop order until meeting with Dennis. Carl seconds the motion. All in favor. Motion passed.

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New Business –

1. Parking – Tabled
2. Inspection of Gutters – Remove Item
3. PG&E Sensors in the Park – Board needs more information. Sarah will contact the PG&E representative for clarification on the sensors. She will email the board members with any information she receives. Jon Kaufman said that he received the same request letter from PG&E. The board requests that Farrell Smyth, Inc. send a letter to all owners to advise them that if they receive calls from PG&E about the sensors – they are to refer PG&E to the Homeowners Association.
4. Strategic Planning for Increasing Repair Costs - Tabled
5. Picnic Table – Sarah made a motion to have the Landscape Architecture Committee move forward with having the picnic table painted the same as the house trim color. Hal seconds the motion. All in favor. Motion passes.
6. Pool Temperature – Current temperature of the pool is 80 degrees. Gas costs have gone up considerably. Sarah made a motion to drop the temperature to 76 degrees. Hal seconds the motion. Motion dies for lack of approval. Item is tabled – now to be titled **Pool Heat Regulation**.
At the request from Hal, for the next meeting, add to the agenda discussing closing the Pool for the winter
7. Use of pool for parties hosted by residents – there is a rule stating 6 guests / resident at any given time. Residents need to follow the rules.
8. After hours trespassing at pool – Sarah will check into the current security camera situation and / or purchase of a new system.

Homeowner Comments – Penny Porter (#52) requested information on what action the board will take regarding excessive leaves on her home, clogging gutters, causing moisture damage. It was agreed that a more aggressive approach to trimming the trees around her unit needs to take place. Lynn Murray will discuss this with Dennis Takahashi and get bids from him prior to the September meeting for board approval. Also, gutters are to be checked frequently. Carl stated that he would inspect the gutters and assist her with installing mesh / wire to eliminate the leaves from clogging up the downspouts.

Adjournment – There being no further business, the meeting was adjourned at 9:30 PM. The next regular meeting is scheduled for Tuesday September 20, 2011 at 6:30 PM in The Oliver Center.

Respectfully Submitted,

Janet M. Shaner
Recording Secretary for this meeting