

EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
AUGUST 13, 2020 (6PM)
(via Zoom)
Subject to Be Approved by Board

Board Members Present: Craig Nicholson, Christine Hall, Colin Smith, and Howard Lange.

Board Members Absent: Joe Mora.

Management: James Nguyen of Bartlein & Company, Inc.

Scribe: Colin Smith

Call to order: Meeting called to order at 6:02PM.

Homeowners in attendance: Denice Cora unit 109, Lois Cunningham unit 254

Denice Cora unit 109 - Checking on gym updates.

Lois Cunningham unit 254 - Pool sign up issues.

Units can only sign up 24-hrs in advance, went in at 2pm today, but people had already signed up beyond 2pm. Approximately 2.79% of units are using it are getting 26% of use.

How to prevent their over-usage? Sign up sheet for the week is posted early Saturday morning. Typically spaces for the next day are filled by 11am current day. Trick is to get there early and sign up. 24-hours is not a hard cut off, sign up for any time slots for the next day.

Approval of prior meeting minutes: Chris moved to approve prior meeting minutes. Colin second. Unanimous.

Treasurer's report: Colin moves to accept treasurer's report. Chris second. Unanimous.

Treasurer's Report

	July 2020	YTD
Total Income	\$67,245.00	\$465,698.03
Op. Expenses	28,733.70	195,164.35
Reserve Expenditures	84,399.19	501,032.36
Total Expenditures	113,132.89	696,196.71
Transfer to Op Reserve	27,204.33	91,597.10
Transfer from Op Res	-0-	14,148.00
Transfer to Reserve	(27,204.33)	(190,430.31)
Transfer from Reserve	45,000.00	335,000.00
Balance in Savings	\$2,441,359.71	
Due from Unit Owners	\$5,478.70	
Total Assets	\$ 2,450,950.52	

Operating Expenses are about 19%+ below budget on cash basis

Treasurer's Report unanimously accepted. Colin moved to approve the Treasurers report and confirm the board has reviewed all financial information each month as required by Civil Code Section 5500 including but not limited

to, the association's check register, monthly general ledger, and delinquent assessment receivable reports. Furthermore, as required by Civil Code Section 5380, the Board has approved all transfers of funds to and from the Association's bank accounts, and has approved any two authorized signers on the Association's bank accounts to transfer funds from reserves in an amount necessary to pay for expenditures. Chris seconded. Unanimously approved.

Landscaping report: From Joe, via email:

"Mostly maintenance, finished the creek planting behind 7640 and 7634, clean up of sewer spill, finishing up the DG resurfacing. I've submitted several proposals let me know what you all think."

Enviroscaping Proposal dated August 3, 2020. \$2,300 for 3 irrigation backflow devices. Howard moves to approve screens. Christine seconded. Unanimous.

Enviroscaping Proposal dated August 3, 2020. \$7,000 for installation of mulch to cover exposed driplines, suppress weed growth and retain moisture. Colin moves to approve bid. Howard seconded. Unanimous.

Enviroscaping Proposal dated July 21, 2020. \$650 for Bldg 7628 - Owner complaint about tree blocking unit address numbers. Howard motions to approve proposal to remove tree & install a 24" strawberry tree. Colin seconded. Unanimous.

Enviroscaping Proposal dated July 22, 2020. \$1,600 for Bldg 7620 by #110 - Colin moved to approve the removal of DG path and repour sidewalk with exposed aggregate sidewalk to the unit. Chris seconded. Unanimous.

Enviroscaping Proposal dated July 22, 2020. \$5,500 for Bldg 7620 by bike rack - Howard moved to approve removal of DG path and repour sidewalk with exposed aggregate sidewalk work around the carport / bike rack. Colin seconded. Unanimous.

Vendor Evaluations:

Colin: TriCounty Blue Prints should have done a bit more to prepare the scans of the EG site plan document with proper page titles. Instead, they provided a collection of unnamed .pdfs zipped in an archive.

Chris: Plants near her unit are seeming somewhat bare. Perhaps other units are watering plants outside their units. Perhaps watering is insufficient. Recommend Joe to investigate.

Electricians have missed a few of the lights here and there.

Pagoda light near Christine and Colin's units that are still out.

Old Business

a. Colin moves to approve \$65,000 in invoices paid out of reserves for siding and paint work already completed. Chris seconded. Unanimous.

Howard moves to approve Affordable Paint's bids for wood and paint work for buildings 7632 and 7636. Colin seconded. Unanimous.

b. Updating governing documents.

Chris moved to approve the CC&R's amendment reducing 75% -> over 50%. Howard seconded. Unanimous.

Chris motioned for approval of the draft ballot as provided by Adams Stirling to vote to amend CC&R's. Colin second. Unanimous.

Chris moved for approval of draft voting instructions. Howard seconded. Unanimous.

Craig suggested naming Todd Matson as the "Inspector of our Elections". Chris moves to approve Todd as Inspector. Howard seconded. Unanimous.

Colin moves for October 8, 2020, 6pm for initial ballot counting meeting. James and Todd to hang out in meeting room and collect / count ballots, other board members will hang out in the parking lot. If insufficient number of ballots, Board will extend deadline. Seconded by Christine. Unanimous.

Howard moves to adopt Craig's draft cover letter with slight modifications. Chris seconded. Unanimous. Modification: Remove "As you may remember" opening phrase.

c. Foundation work. Still on hold, no communications from Carter. Possibly investigate if another company can perform these repairs.

d. Already approved sidewalks and dry rot.

e. Andy Vineyard ready to proceed with Phase 1 parking lot area. Holding off since many residents are still home and parking is problematic if they have to park somewhere else.

f. Gym Remodel - Plans with engineer awaiting calculations.

g. Nothing to report.

h. Gutter Guard (7620 already done). Dirt and grit will get through the filter if there isn't good rain to wash them down. Colin moves to approve Action Roofing bid for \$18,394 for gutter guard on the rest of the buildings. Chris seconded. Unanimous.

i. Pool - Sunday night trespassers who managed to sign up for a timeslot after the pool was closed. Send the unit a notification regarding their guests being at the pool after hours and without the resident present.

j. Parking lot lamp post fixtures -

Nine (9) of the current incandescent / vapor lamps are out and were just replaced.

James is waiting on another quote to replace heads of all the post lamps. Installer recommended that posts are deteriorated and should be replaced. Table until more quotes.

k. GWD to pay for sealcoat area by 7636 from valve repair.

i.#107 sewer line needs to be Roto-Rooter'd periodically to remove roots.

New Business

a. Trees and signs.

Trees blocking numbers on building. Add additional numbers on buildings and / or additional signposts throughout the complex.

b. Signs

c. Recording Liens: None.

d. Next month's agenda

Greater plan for identifying buildings in the grove.

Joe to investigate desire path at North end of complex across creek near culvert.

Summary of last month's Executive Session: insurance claim; levying fines for pool incidents.

7. EXECUTIVE SESSION

a. None

Submitted by Colin Smith, Secretary.