

# **Eucalyptus Grove Homeowners Annual Membership Meeting**

**January 10, 2019 (6PM)**

## **Minutes**

(Subject to Membership's approval)

The meeting was held at the Goleta Valley Community Center, 5679 Hollister Ave., Goleta, CA. Craig Nicholson, Board President, called the meeting to order at 6:01 pm.

### **Other Board Members present:**

Joe Mora, Cathy Leyva, Christine Hall and Howard Lange.

Also in attendance: Robert Bartlein & James Nguyen from Bartlein & Company, Inc.  
About 7 or 8 owners in attendance.

### **Roll Call**

103 units were represented at the meeting by proxy or by attendance. A quorum was achieved (90 proxies/attendees required).

### **Proof of Notice**

All owners of record were sent a Notice of Meeting on 11/22/18.

### **Prior Meeting Minutes**

Motion carried to dispense of the minutes and approve as prepared.

### **Officer's Reports**

**The Treasurer's Report for 2018** was read, with the following year-end totals:

Total Revenue	\$826,302.01
Operating Expenses	\$402,581.28
Res. Expenditures	\$137,083.94
Savings Accts.	\$2,557,498.77

As of 12/31/18, the Association Reserve is 105.7% fully funded.

The Treasurer's Report was unanimously accepted as presented.

### **Board President**

Craig Nicholson, noted the association is in great financial situation, some buildings were identified with settling foundations, board in progress of strengthening foundations. Buildings are also being systematically fumigated and the front gate was upgraded.

### **Landscape Report,**

Drought tolerant plants installed in complex. Drip irrigation conversion, tree work and trimming on going, Issue with transients in parking lot being addressed.

### **Election of Board**

The 2-year term of two Board Members Joe Mora and Cathy Leyva were up for re-election and member at large Christine Hall also up for re-election

Two Association Members were nominated to serve two-year terms on the Board: Joe Mora and Christine Hall. Diana Gutierrez was nominated to serve one-year term.

It was moved and seconded to close the nominations, waive the secret ballot requirement of the California Civil Code, and unanimously elect the slate of Joe Mora, Christine Hall and Diana Gutierrez. Motion unanimously approved by Owners in attendance.

### **Old Business**

None.

### **New Business**

- The members present unanimously approved the “**Excess Funds Resolution**” and **ratified** the Board's actions taken in 2018.
- The membership officially thanked the Board Members (“**Board Action Confirmation**”) for their dedication and hard work contributed to the Association throughout 2018.
- Can we use cell phones to open gate? Yes.
- Craig motioned to thank Cathy Leyva for her work as a board member. Howard seconded. Unanimous.
- Encourage homeowners to tell board about any maintenance issues.

**Adjournment** The **Annual Meeting** was adjourned at 6:32 pm.

A short Board meeting followed immediately.

Submitted by Matt Mora, Scribe.

# **EUCALYPTUS GROVE OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES**

**January 10, 2019 (6PMish)  
Goleta Valley Community Center, Room #6  
(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Chris Hall, Diana Gutierrez and Howard Lange.

**Homeowners present:** Several owners stayed from the Annual meeting.

**Management:** James Nguyen of Bartlein & Company, Inc. gave Association copy of insurance policy.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:35PM after the Annual Meeting.

<b>Election of Officers</b>		<b>Term</b>
Craig Nicholson	President	2020
Joe Mora	Vice-President	2021
Howard Lange	Treasurer	2020
Christine Hall	Secretary	2021
Diana Gutierrez	Member at Large	2020

## **Owners Requests:**

David Parker #128: wants to replace front screen door. Approved as long as it is white, unintrusive, and matches others that have been approved in complex.

Diana Gutierrez #113: request to install lattice on patio, must match prerequisite, all parts must stay within the patio, and comply with plans and be white. Joe motions to approve request, Chris seconded. Unanimously approved with Diana abstaining.

**Approval of Prior Meeting Minutes (12/13/18):** Joe motioned to approve minutes as prepared, Chris seconded. Unanimous.

**Landscape Report:** Maintenance, drip conversion project behind 7628 on going.

**Vendor Evaluation:** None

## **Treasurer's Report**

	<b>Dec 2018</b>	<b>YTD</b>
Total Income	\$67,594.35	\$799,656.58
Op. Expenses	16,930.76	397,650.28
Reserve Expenditures	11,783.15	137,083.94
Total Expenditures	28,713.91	534,734.22
Transfer to Op reserve	38,880.44	125,226.12

Transfer from Op reserve	0.00	90,000.00
Transfer to Reserve	0.00	227,752.24
Transfer from Reserve	0.00	2,987.00
Balance in Savings	\$ 2,552,498.77	
Due from Unit Owners	\$ 5,801.79	
Total Assets	\$ 2,563,300.56	

Operating Expenses are about 19.3%+ below on cash basis.

Treasurer's Report unanimously accepted (Chris moved & Joe seconded).

Joe Motions 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 Associations 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 as described in the Associations budget or otherwise approved by the board. Howard seconded. Unanimous

#### **Old Business:**

- a. Updating the governing docs: In progress;
- b. 7606- Foundation work: ongoing;
- c. remaining building staircase light fixtures lower wattage to be complete: in progress
- d. Sidewalk repair/replacement: Chris motioned to approve all three estimates submitted by Enviroscaping for \$1,875 (West Ped Gate), \$1,800 (7630 #241), and \$225 (7638 #366). Howard seconded. Unanimous. Joe abstained;
- e. Roofs/gutters/downspouts: in progress;
- f. Siding or dry rot repairs: in progress;
- g. Bike parking: in progress;

#### **New Business**

- a. New Gate Code effective 2/4/19: "#1121". James to email new gate code to all owners along with the Annual Election results; hard copy to be distributed to units;
- b. #113 Patio lattice enclosure: see owner's request;
- c. #128 new screen door: see owner's request;
- d. Website: Privacy an issue, password protected? Tabled
- e. Carports: Inspect carports after rains;
- f. Fumigation in 2019: list of fumigated units attached to agenda. Tabled;
- g. Statement of information: Board received;
- h. Recording liens: none

#### **Summary of Executive Session from last month:**

1. Late payer and late charges.
2. Small Claims re fallen branch.

**Next Meeting 2/14/18** at 6PM, at 7610 Meeting Room; Meeting adjourned at 7:35 PM

Submitted by: Matt Mora

**EUCALYPTUS GROVE OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES**

**February 14, 2019 (6PM)  
7610 Hollister Ave, Goleta (Meeting Room)  
(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange (partial), Christine Hall. Absent was Diana Gutierrez.

**Homeowners present:** Jose Mercado; Bill Rauch; Denise Cora; Karen Holdrege and Eric Dahl.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Christine Hall, member-at-large.

**Call to Order:** Meeting called to order at 6:01PM

**Owners Requests:**

**Denise Cora:** #109 Requested bicycle parking on this side of the Grove (near meeting room). Joe Mora noted for future bicycle park additions.

**Jose Mercado:** #7638 Gutters overflowing and have been for a long time, could be causing the dryrot on the balconies and/or ledges. Cleaning of gutters planned.

**Bill Rauch:** Questioned how to determine functionality on drains and gutters, subject tabled until more is known

**Approval of Prior Meeting Minutes:** Approved.

**Landscape Report:** Everything is on schedule with no new issues.

**Vendor Evaluation:** None.

**Ongoing concerns:** Joe will use his discretion to select and provide reflectors on both exit and entrance gates.

**Treasurer's Report** for January 2019

	Jan 2019	YTD
Total Income	\$67,530.00	\$67,530.00
Op Expenses	36,789.65	36,789.65
Res Expenditures	6,791.00	6,791.00
Total Expenditures	43,580.65	43,580.65
Trans to Op Res	23,949.35	23,949.35
Trans from Op Res	-0-	-0-
Balance in Savings	\$2,579,620.05	
Due from Owners	\$6,460.93	
Total Assets	\$2,591,080.98	

Operating Expenses are about 1%+ below on cash basis.

Motion to approve the Treasurer's 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 as described in the Association's budget or otherwise approved by the Board.

Treasurer's Report reviewed and approved as stated above by the Treasurer and by Joe.

### **Old Business:**

- a. Updating Governing Docs: In progress
- b. 7606- Foundation work by Carter: 7606 start up delayed until 2/25/19 in order for residents to be notified. Chris moved to delay, Joe seconded. Approved.
- c. Building staircase lighting fixtures: Add additional funds for eight light fixtures unique to bridge, they are louvered, unlike other lights. Joe moved to pay Blair Electric \$9,107 for light fixtures, Chris seconded.
- d. Sidewalk repair / replacement: none at this time.
- e. Roofs/gutters/downspouts: replacement of gutters & downspouts on an as needed basis.
- f. Siding or dry rot repairs: #352, bridge, #261 & #361. Weather permitting.
- g. Bicycle parking: Joe is handling issue.
- h. New gate code: effective 2/4/19
- i. Fumigation: It was noted that we have fumigated 7628, 7634, 7630, 7638, 7632 in 2018.
- j. Noisy unit: no fines at this time, they will be put on notice.

### **New Business:**

- a. Website: No new discussion
- b. Carports: will be inspected for both faulty fascia and leaky roofs after rainy season.
- c. Parking lot post lamps: Nine bulbs on post lamps at a cost of \$1,150 for replacement, or all 30 bulbs for \$2,700. Ask electrician to verify ballast is good as they replace bulbs.
- d. Re-labeling water meter lids: Will ask Robert at Affordable Painting and/or Enviroscaping for a bid to stencil the 185+ water meters according to the map.
- e. Recording liens: None at this time.

**Executive Session** (Unauthorized usage of facilities / possible trespasser)

**Next Meeting 3/14/19** at 6PM, at 7610 meeting room

Meeting adjourned at 8:30 PM

Submitted by: Christine Hall, EHOA board member at large.

**EUCALYPTUS GROVE OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**March 14, 2019 (6PM)**  
**7610 Hollister Ave, Goleta (Meeting Room)**  
**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Chris Hall and Howard Lange. Diana Gutierrez absent.

**Homeowners present:** Bill Rauchh #351, Beth Mowll #343, Adam Ramirez #118, Colin Smith #318.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:01PM

**Owners Requests:**

**Beth Mowll:** Oversize vehicle was tagged. Daughter lives here and she only parks vehicle here when she comes to visit. CC&R limits large commercial vehicles and/or recreational vehicles. Joe motions to allow her to park in Phase 3 parking lot, Chris seconded. Unanimous.

**Colin Smith:** Roof leak 3/5/19. Unit was repaired.

**Bill Rauch:** 7634 gutter plugged and various concrete repairs needed after rain.

**Adam Ramirez:** Water seeped into unit during recent heavy rain storms causing damage to living flooring & baseboard in unit. He asked if HOA responsible for damage; inside of unit is owner's responsibility. Chris motioned to investigate leak by digging and possibly repair/ seal leak. Howard seconded. Unanimous.

**Approval of Prior Meeting Minutes:** Joe motioned to approve 2/14/19 minutes as prepared, Chris seconded. Unanimous.

**Landscape Report:** Storm clean up, Action tree removed dangerous hanging branch, leaning light post repaired. Howard motioned to create new larger bike rack by 7628. Chris seconded. Unanimous. Joe abstained.

**Vendor Evaluation:** Compliment vendors on keeping trash areas clean. Remind Consolidated to change timers to PST when clock changes.

### **Treasurer's Report**

	<b>Feb 2019</b>	<b>YTD</b>
Total Income	\$65,140.00	\$132,670.00
Op. Expenses	30,606.55	67,396.20
Reserve Expenditures	4,943.53	11,734.53
Total Expenditures	35,550.08	79,130.73
Transfer to Reserve	29,589.92	53,539.27
Transfer from Reserve	0.00	0.00
Balance in Savings	\$ 2,612,308.07	
Due from Unit Owners	\$ 6,841.91	
Total Assets	\$ 2,624,149.98	

Operating Expenses are about 3%+ below on cash basis

Treasurer's Report unanimously approved. Chris 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 Associations 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. Joe seconded.

### **Old Business:**

- a. Updating Governing Docs: In progress.
- b. 7606- Foundation work: Carter Invoice for \$15,000 progress payment 7606 building. Joe motioned to approve payment. Chris seconded. Unanimous.
- c. Building staircase light fixtures lower wattage: Blair Electric is hoping to complete by end of month, pending weather.
- d. Sidewalk repair/replacement: None at this time.
- e. Roofs/gutters/downspouts: Board will look into replacing all gutters and downspouts. James will get bid for 7610.
- f. Siding or dry rot repairs: ongoing.



- g. Bike parking: see landscape report.
- h. Parking lot post lamp lights LED: Joe motioned to install LEDs for \$3,675.00 Howard seconded. Unanimous.
- i. Fumigation: 7606, 7620, 7610, 7602. Joe motioned to fumigate those four buildings next in 2019. Howard seconded. Unanimous. Two buildings in late June and two in late July.
- j. Noisy Unit: Tenant that complained has moved.
- k. Carports: To be inspected
- l. Relabeling water meter lids: Joe motioned to approve relabeling of all H2O meter lids for \$1,850 by Affordable Painting. Howard seconded. Joe and Howard in favor, Chris abstained. Motion carried

### **New Business**

- a. #306 leak and possible insurance claim. Leak from fridge ice maker about 18 mos ago. Owners recently notified Association. Roughly \$19,000 in damage. Association insurance covers base grade not upgrades. Chris moved to file a claim, Joe seconded. Unanimous.
- b. Parking larger vehicles: distinguish commercial v personal vehicles.
- c. Flood Certification 7620: One or 2 owners in this bldg. is dealing with lenders re building or part of building in flood zone. Assoc is having Joe Waters provide information.
- d. Concrete repairs: see owner's request.
- e. Gym maintenance: Chris moves to hire and pay \$150 to American Fitness every other month to maintain equipment. Joe seconded Unanimous.
- f. Emails: James reminded board members of using emails. Less is better.
- g. Recording liens: none

### **Summary of last month's Executive Session**

Discussion with owner's possible guest trespassing.

**Next Meeting 4/11/19** at 6PM, at 7610 meeting room

Meeting adjourned at 8:00 PM

Submitted by: Matt Mora

**EUCALYPTUS GROVE OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**April 11, 2019 (6PM)**  
**7610 Hollister Ave, Goleta (Meeting Room)**  
**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Chris Hall and Howard Lange. Absent were Joe Mora & Diana Guterrez.

**Homeowners present:** Bill Rauch #351, Denise Cora#109, Adam Ramirez #118, Colin Smith #318.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:01PM

**Owners Requests:**

**Colin Smith and Denise Cora:** Gym committee: Board authorized new maintenance schedule for gym equipment. They suggested to survey owners to see what they want in terms of machines i.e. lifting or cardio etc. Safety issues identified such as treadmill too close to wall. Chris motioned to send email to owners to survey what they want in gym. Howard seconded. Unanimous. Committee will prepare a short survey to be sent.

**Bill Rauch:** Found 3 carport lights out. Will parking lights be cleaned when replaced? James will ask electrician how much extra to include if nominal.

**Approval of Prior Meeting Minutes:** Howard motioned to approve 3/14/19 minutes as prepared, Chris seconded. Unanimous.

**Treasurer's Report**

	<b>March 2019</b>	<b>YTD</b>
Total Income	\$64,950.00	\$197,620.00
●p. Expenses	26,224.17	93,620.37
Reserve Expenditures	17,855.38	29,589.91
Total Expenditures	44,079.55	123,210.28
Transfer to Op Reserve	20,870.45	74,409.72
Transfer from Reserve	0.00	0.00
Balance in Savings	\$ 2,636,463.70	
Due from Unit Owners	\$ 6,831.03	
Total Assets	\$ 2,648,294.73	

Operating Expenses are about 7%+ below on cash basis thru end of last month. Treasurer's Report unanimously accepted Chris 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 Associations 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. Joe seconded.

#### **Old Business:**

- a. Updating Governing Docs: In progress
- b. 7606- Foundation work: Chris motioned to approve change order (sewer lines need to be moved) recommended by Carter construction. Howard seconded. Unanimous.
- c. Building staircase LED light fixtures lower wattage: In progress.
- d. Sidewalk repair/replacement: None
- e. Roofs/gutters/downspouts: Howard moved to accept proposal by JM Action Roofing for \$5,722.00 (bldg. 7610) and schedule for week of April 15th for discounted price of \$5,150.00 if possible. Chris seconded. Unanimous
- f. Siding or dry rot repairs: ongoing
- g. Bike parking: completed
- h. Parking lot lights LED: can they clean light fixtures too? James will ask
- i. Fumigation by Lenz: 7606, 7620, 7610, 7602. Chris motioned to accept fumigation schedule of one building June 24, one building June 25, one building July 22 and one building July 23. Howard seconded. Unanimous
- j. Carports: To be inspected
- k. Parking Policy Oversized vehicles: Concerns with multiple requests.
- l. Re-labeling water meter lids: Affordable Painting to schedule.
- m. Gym update: see owner's request.

#### **New Business**

- a. Resignation/ board vacancy/ appt new board member? Howard moved to accept resignation of Diane Gutierrez. Chris seconded. Unanimous.
- b. #352 new windows and slider: Tabled as owner was not present.
- c. Leak in #130: from another unit.
- d. Recording liens: none

**Next Meeting 5/9/19** at 6PM, at 7610 meeting room  
Meeting adjourned at 7:48PM

Submitted by: Matt Mora

**EUCALYPTUS GROVE OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**May 09, 2019 (6PM)**  
**7610 Hollister Ave, Goleta (Meeting Room)**  
**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Chris Hall, Howard Lange and Joe Mora.

**Appointment to fill vacancy on Board:** Colin Smith was unanimously appointed to fill the vacant spot on the Board. Term to expire in January of 2020.

**Homeowners present:** Masumi & Margaret Nagao # 310; Colin Smith #318.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:01PM

**Owners Requests:**

**Masumi Nagao:** Wants to know requirements for sound proofing for wood floor install. Board asks that they use best quality sound proofing below wood floor since they are an upstairs unit. Also want to bring to board's attention that due to the foundation work in their building, the doors in their unit and neighboring units became out of square. Board assured them the association would cover repairs.

**Approval of Prior Meeting Minutes (4/11/19):** Howard motioned to approve minutes as prepared, Chris seconded. Unanimous

**Treasurer's Report**

	<b>April 2019</b>	<b>YTD</b>
Total Income	\$66,703.35	\$264,323.35
Op. Expenses	33,949.35	127,569.72
Reserve Expenditures	15,000.00	44,589.91
Total Expenditures	48,949.35	172,159.63
Transfer to Op Reserve	14,597.00	89,006.72
Transfer from Op Reserve	7,903.00	7,903.00
Balance in Savings	\$ 2,646,597.84	
Due from Unit Owners	\$ 7,236.99	
Total Assets	\$ 2,658,834.83	

Operating Expenses are about 7%+ below on cash basis

Treasurer's Report unanimously accepted/approved. Joe 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 Associations 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.

### **Old Business:**

- a. Updating Governing Docs: James got two proposals from attorneys (Adams-Stirling & Price, Postel, Parma,) for board to review.
- b. 7606- Foundation work: Releveling effects Joe motions to have HOA pay for damages to units from a clear result of re-leveling efforts by HOA. Howard seconded. Unanimous.
- c. Building staircase light fixtures lower wattage: Almost all done; only a few problematic light fixtures left.
- d. Sidewalk repair/replacement: Ongoing.
- e. Roofs/gutters/downspouts: James will get quote to do remaining 12 buildings and pool house.
- f. Siding or dry rot repairs: ongoing.
- g. Parking lot lights: LED bulbs didn't fit into existing base. Replace the 10+ burnt out bulbs with same type of bulbs for now.
- h. Fumigation: 7606 (July 23<sup>rd</sup>); 7620 (June 24<sup>th</sup>); 7610 (June 25<sup>th</sup>); 7602 July 22<sup>nd</sup>). Scheduled with Lenz Pest Control.
- i. Carports: James to get quotes to replace all carport fascias.
- j. Parking Policy Oversized vehicles: Add to newsletter if vehicle doesn't fit in parking spot, it can't park on premises.
- k. Re-labeling water meter lids: Affordable Painting will do.
- l. Gym update: working on survey
- m. Leak #130: owner dealing with it from one of the units above.

### **New Business**

- a. Reserve study: Joe motions to approve \$1,680 for JD Brooks to do reserve study. Chris seconded unanimous approved.
- b. #352 new windows and slider: no show.
- c. Enforcement of rules and levying fines: tabled
- d. Pool service: good at responding but not proactive enough.
- e. Recording liens: none

**Next Meeting 6/13/19** at 6PM, at 7610 meeting room  
Meeting adjourned at 8:00PM

Submitted by: Matt Mora

**EUCALYPTUS GROVE OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**June 13, 2019 (6PM)**

**7610 Hollister Ave, Goleta (Meeting Room)**

**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange, Chris Hall and Colin Smith.

**Homeowners present:** Colin Smith #318.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at around 6:00PM

**Owners Requests:**

Colin Smith: #318 Colin noticed the rain gutter installers forgot one downspout on 7610. Will follow up with gutter company.

**Approval of Prior Meeting Minutes (5/9/19)** Joe motioned to accept. Howard seconded. Unanimous.

**Landscape Report:** Tree fell by 7620 it will be replaced. Regular maintenance this month. Forgot to order extra dumpster for UCSB move out and Jose had to haul extra trash to the dump. Joe motioned to have dumpster ordered for June 19<sup>th</sup> – July 1st. Colin seconded. Unanimous. Howard motioned to accept a proposal from Enviroscaping for the total of \$13,550.00 to re-landscape and convert to drip the area of creek behind 7638 and 7640. Colin seconded. Unanimous with Joe abstaining.

**Vendor Evaluation:** Commended Tristen Smith on pool maintenance

**Treasurer's Report**

	<b>May 2019</b>	<b>YTD</b>
Total Income	\$66,446.65	\$330,770.00
Op. Expenses	22,981.63	150,551.35
Reserve Expenditures	45,638.10	90,228.01
Total Expenditures	68,619.73	240,779.36
Transfer to Reserve	0.00	89,006.72
Transfer from Op Reserve	0.00	7,903.00
Balance in Savings	\$ 2,648,331.87	

Due from Unit Owners \$ 5,639.85  
Total Assets \$ 2,656,798.64

Operating Expenses are about 11%+ below on cash basis.

Treasurer's Report unanimously accepted. Joe 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 Associations 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. Colin seconded. Unanimously approved.

#### **Old Business:**

- a. Updating governing documents: Joe motioned to allow Craig to talk to Adam-Sterling. Howard seconded with addendum of asking will they send someone to the meeting to talk to us personally. Unanimous. Chris would like to see a third proposal and will obtain one.
- b. 7606 foundation work by Carter Const. approx \$72k YTD. Releveling effects: Board approved to repair #210 front door, surface cracks to drywall, and other cracks resulting from building being lifted. Future foundation to be done, 7632 #245, #247, #248 sloping floors: Joe motioned to approve repair releveling issues at Assoc cost. Chris seconded. Unanimous.
- c. Building staircase light fixture replacement: in progress
- d. Sidewalk repair/replacement: ongoing
- e. Roofs: none
- f. Gutters/ downspout bids: Howard moves to accept bid from Action Roofing for \$67,508.00 for all remaining buildings plus the downspout they missed on 7610. Joe seconded. Unanimous.
- g. Siding or dry rot repair. Ongoing
- h. Parking lot lights and lighting: replaced bulbs
- i. Fumigation by Lenz: 7620 – 6/24/19; 7610 – 6/25/19; 7602 – 7/22/19; 7606 – 7/23/19. James reported that people are slow in returning authorization forms which makes it challenging even though a self-addressed-stamped envelope is provided with the authorization forms.
- j. Carport Fascias: Joe authorized Andy Vineyard to replace fascia on 3 carports by 7610 with anticipation of doing them all if we like his work. Howard seconded. Unanimous.
- k. Parking policy and oversized vehicles: still oversized vehicles parking.

- l. Re labeling water meter lids: Waiting for Affordable Painting.
- m. Gym update/ survey: James will send out google doc to owners asking them to respond by end of July.
- n. Leak in #130: between owners but State Farm (upstairs owner's insurance) wants to know if HOA insurance will submit a claim to the master policy. Receipts / proposals so far do not come close to \$10,000 as of right now. Nothing to do at this time.

### **New Business**

- a. #352 new window and slider: no information provided.
- b. Enforcement of rules & levying fees: discussed briefly.
- c. Pool services: tabled.
- d. Smoking area in phase 2: Letter received from Owner of #335 that she can smell cigarette smoke in her unit continuously on a daily basis. A letter will be distributed to the residents of bldg. 7628 reminding everyone that smoking is prohibited w/in or adjacent to the bldg. The board will continue to investigate.
- e. Recording liens: none

**Next Meeting 7/11/19** at 6PM, at 7610 meeting room

Meeting adjourned at 8:05 PM

Submitted by: Matt Mora, Scribe.



**EUCALYPTUS GROVE OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES**

**July 11, 2019 (6PM)**

**7610 Hollister Ave, Goleta (Meeting Room)  
(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange, Chris Hall and Colin Smith.

**Homeowners present:** Howard Lange #348; Neil & Kate Vanderwoude #306.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:00PM

**Owners Requests:**

**Howard Lange:** #348 Howard moved to reopen the car wash now that the drought is officially over. Colin seconded. Passed 3-1 with Chris voting no.

**N. & K. Vanderwoude:** #306 asked for permission to install hard floors in kitchen area. See under New Business.

**Approval of Prior Meeting Minutes (6/13/19)** Chris moved to accept prior meeting minutes. Joe seconded. Unanimous.

**Landscape Report:** Regular maintenance. Discovered more syringes in phase 3. Metallic balloons from outside source hit power line and caused small fire outside gate. Jose going around and marking dry rot areas for repair. Joe wants permission to walk around with Action Tree to target tree trimming. Permission granted.

**Vendor Evaluation:** Commend Joe and Jose for putting out fire caused by balloons.

**Treasurer's Report**

	<b>June 2019</b>	<b>YTD</b>
Total Income	\$65,300.00	\$396,070.00
Op. Expenses	27,305.62	177,856.97
Reserve Expenditures	285.00	90,513.01
Total Expenditures	27,590.62	268,369.98
Transfer to Op Reserve	35,536.30	124,543.02

Transfer from Op Reserve	0.00	7,903.00
Transfer from Reserve	0.00	0.00
Balance in Savings	\$ 2,691,578.35	
Due from Unit Owners	\$ 5,529.35	
Total Assets	\$ 2,702,107.70	

Operating Expenses are about 14.4%+ below on cash basis

Treasurer's Report unanimously accepted Joe 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 Associations 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. Colin seconded. Unanimously passed.

#### **Old Business:**

- a. Updating governing documents: Joe moved to accept Adam Sterlings "premium plan" for \$6,800 with additional restatement charges (\$1,140 - \$1,710). Howard seconded. Unanimous.
- b. 7606 foundation work by Carter Const. approx \$80k+ releveled effects, foundation to be done, 7632 #245, #247, #248 sloping floors: 7606 Done. 7632 in progress. Chris moved to allow unit 310 to use own painting contractor to repair damage for total of \$3,800. Joe seconded. Unanimous
- c. Building staircase light fixture replacement: in progress.
- d. Sidewalk repair/replacement: ongoing.
- e. Roofs: to be checked after fumigation.
- f. Gutters/ downspout: Ongoing. Progress pay when finishes current buildings
- g. Siding or dry rot repair. Ongoing.
- h. Parking lot lights and lighting: replaced bulbs
- i. Fumigation by Lenz 7602 7/22/19 and 7606 7/23/19: waiting on owners to sign authorization papers.
- j. Carport fascias: Andy Vineyard on vacation.
- k. Parking policy and oversized vehicles: still oversized vehicles parking.
- l. Re labeling water meter lids: Affordable Painting has not begun.
- m. Gym update/ survey: Ongoing. Numerous responses received by Colin. Further discussion next month.
- n. Leak in #130. Insurance handling.

**New Business**

- a. #306 new flooring: owners requesting permission to install luxury hard floor in kitchen area. Joe moved to accept new flooring as long as proper insulation is done. Howard seconded. Unanimously approved.
- b. #352 new window and slider. No show.
- c. A/C policy: Not allowed at this time.
- d. Recording liens: none

Board met in Executive Session re potential litigation.

**Next Meeting 8/8/19** at 6PM, at 7610 meeting room.

Meeting adjourned at 8:05 PM

Submitted by: Matt Mora, Scribe.

**EUCALYPTUS GROVE OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**August 8, 2019 (6PM)**  
**7610 Hollister Ave, Goleta (Meeting Room)**  
**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange, Chris Hall and Colin Smith.

**Homeowners present:** Michelle Burmeister, owner of 7630 unit #120.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:00PM

**Owners Requests:**

**Michelle B. :** #120 noticed landscaping around 7630 looking a little sparse. Board explained still in process of re-landscaping property. Also wanted to know what the process for interior changes to units was. Needs to come to board for permission with proposal if it's a structural, electrical, or plumbing change.

**Approval of Prior Meeting Minutes** Joe moved to accept prior meeting minutes. Howard seconded. Unanimous.

**Landscape Report:** Regular maintenance. Car wash area reopened; two of the 3 sidewalks done; 7640 creek conversion in progress. Sheriff contacted for drug paraphernalia found .

**Vendor Evaluation** Exterior lights look great; gate issue being resolved hopefully with Frontier; gutters by Action Roof doing a great job.

**Treasurer's Report**

	<b>July 2019</b>	<b>YTD</b>
Total Income	\$65,256.00	\$461,362.00
Op. Expenses	46,432.94	224,289.91
Reserve Expenditures	24,406.00	114,919.01
Total Expenditures	70,838.94	339,208.92
Transfer to Op Reserve	24,417.06	148,960.08
Transfer from Op Reserve	0.00	0.00
Balance in Savings	\$ 2,690,570.05	
Due from Unit Owners	\$ 5,987.52	
Total Assets	\$ 2,701,557.57	

Operating Expenses are about 14.4%+ below on cash basis

Treasurer's Report unanimously accepted. Joe 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 Associations 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. Colin seconded. Unanimously approved.

#### **Old Business:**

- a. Updating governing documents: special board meeting 8/26/19, at 3:30PM, at 7610 Meeting Room to solely discuss topic.
- b. 7606 foundation work completed by Carter Const. approx \$80k+ releveled effects, Foundation to be done, 7632 #245, #247, #248 sloping floors:
- c. Building staircase light fixture replacement: only 4 fixtures left. Blair electric is working with supplier.
- d. Sidewalk repair/replacement: ongoing
- e. Roofs: to be checked after all the gutters are installed since gutter installers had to walk on roofs.
- f. Gutters/ downspout: Ongoing. To be finished next week.
- g. Siding or dry rot repair. Ongoing
- h. Carports fascias: Andy Vineyard authorized to do the carports between 7606 & 7610 for Board to review work.
- i. Parking policy and oversized vehicles: oversized vehicles parking to be addressed in new CC&R.
- j. Re labeling water meter lids: Affordable to do.
- k. Gym update/ survey: Ongoing. Colin to meet with Beachside to consider expanding gym into current gardener's storage area.
- l. Leak #130. Insurance handling.

#### **New Business**

- a. #352 new window and slider. No show.
- b. A/C policy: Not allowed. To be discussed in new CC&R's.
- c. Recording liens: none

**Next Meeting 9/12/19** at 6PM, at 7610 meeting room. Special board meeting to discuss new gov docs planned for 8/26/19 at 3:30PM.

Meeting adjourned at 8:05 PM

Submitted by: Matt Mora

**EUCALYPTUS GROVE OWNERS ASSOCIATION  
SPECIAL BOARD OF DIRECTORS MEETING**

**August 26, 2019 (3:30PM)**

**7610 Hollister Ave, Goleta (Meeting Room)**

**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange, Chris Hall and Colin Smith.

Also present: a couple of owners.

Management: James Nguyen, Bartlein & Company, Inc. (left at 5PM).

Scribe: Matt Mora

Meeting called to order at around 3:30PM

Owners Request: None.

Board reviewed, discussed, and answered questionnaire from Adams-Stirling, Law Firm. Notes will be given to them to draft proposed CC&R's. Board will finish up questionnaire at next regular board meeting (9/12/19).

Meeting adjourned around 5:30PM.

**EUCALYPTUS GROVE OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**September 12, 2019 (6PM)**  
**7610 Hollister Ave, Goleta (Meeting Room)**  
**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange, Chris Hall and Colin Smith.

**Homeowners present:** Kim Ray of Unit 135; Bill Rauch of Unit 351; Robin Elliott of Unit 255, Carol-Lynn Steinhof of Unit 112; , Zhen Xie of Unit 222.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:00PM

**Owners Requests:**

**Kim R:** Upstairs neighbor has slate floors causing excessive noise. New owners inherited the floors and have been cooperative trying to help with noise by adding carpet but still noisy. Board suggests owners of above unit come to next meeting.

**Bill R:** Concerned about the lights at the entry gate not working for a long time. Will have contractor look into replacing the fixtures.

**Robin E.** Power washing stairs? There's a bid out to power wash buildings. Also gutters above her unit aren't finished yet. Still waiting on above Unit to remove awning for Action Roofing to install new gutter.

**Caroline S.** Plumbing issue, sewage backed up into unit twice in last two months. It will be scheduled for regular maintenance from now on. Attempted break in on her ground floor unit. Reported to Sheriff. Board suggested new motion sensor light fixture in patio or placing patio furniture in front of slider.

**Xhen X.** Same plumbing issue as Caroline, maybe a root issue? Building will be on regular maintenance from now on. James will have line cameraed. Big tree outside of her patio.

**Approval of Prior Meeting Minutes of 8/8/19 & 8/26/19:** Chris motioned to accept prior meeting minutes. Joe seconded. Unanimous.

**Landscape Report:** 72 hour parking sign reposted. Craig and Joe walked the complex. More bougainvillea and Mexican Sage were planted. Concrete bids out. Action Tree coming on the 19<sup>th</sup> to do heavy limb removal. Chris motioned to ratify emergency tree limb removal. Colin seconded. Unanimous. Chris moved to accept relandscaping 7610 creek for \$12,100.00 by Enviroscaping. Howard seconded. Unanimous. Joe abstained.

**Vendor Evaluation** Andy Vineyard finished carports at 7610 & 7606. Did a great job, cleaned up nicely.

### **Treasurer's Report**

	<b>August 2019</b>	<b>YTD</b>
Total Income	\$66,740.00	\$528,066.00
Op. Expenses	37,514.80	261,804.71
Reserve Expenditures	15,020.00	129,939.01
Total Expenditures	52,534.80	391,743.72
Transfer to Op Reserve	14,205.20	136,322.28
Transfer from Op Reserve	0.00	7,903.00
Transfer from Reserve	0.00	30,000.00
Balance in Savings	\$ 2,709,456.23	
Due from Unit Owners	\$ 5,998.64	
Total Assets	\$ 2,720,454.87	

Operating Expenses are about 14.4%+ below on cash basis

Treasurer's Report unanimously approved. Joe 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 Associations 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. Colin seconded.

### **Old Business:**

- a. Updating governing documents: special board meeting 9/16 @4pm



- b. 7606 foundation work by Carter Const. approx \$80k+ releveled effects, foundation to be done. Completed. Next is 7632 #245, 247, 248.
- c. Building staircase light fixture replacement: in progress and should be done tomorrow.
- d. Sidewalk repair/replacement: Chris moved to accept bid from Enviroscaping for \$1,700.00 (7624 by #227). Colin seconded. Unanimous. Joe abstained
- e. Roofs: checked after fumigation
- f. Gutters/ downspout: Ongoing. Should finish next week. Chris moved to pay Action Roofing \$40,508 for balance and withholding \$4,000 until work is done. Colin seconded. Unanimous.
- g. Siding or dry rot repair. Ongoing.
- h. Carports: Colin moved to allow Vineyard to replace all remaining carport fascias in complex. Joe seconded. Unanimous .
- i. Parking policy and oversized vehicles: still oversized vehicles parking. To be addressed in new CC&R
- j. Re labeling water meter lids: in progress (Affordable Painting to do).
- k. Gym update/ survey: Howard moved we hire an engineer to see what we can do with wall between gym and gardener's maintenance room. Not to exceed \$5,000. Three votes yes. Chris votes No. passed.
- l. Leak in #130. Insurance handling.

#### **New Business**

- a. Power wash building. Joe moved to accept proposal from Affordable Paint for \$14,500.00. Chris seconded. Unanimous. Joe moved to add steps to power wash steps on buildings too. Colin seconded. Unanimous.
- b. Unit 205 water heater pilot light - no show.
- c. Unit 352 new windows & slider - no show.
- d. Lights on top of entry columns - see owners request above.
- e. Recording liens: none

**Executive Session from 8/8/19:** recommending fine on 1 unit for guest trespassing and requesting for IDR.

**Next Meeting 10/10/19** at 6PM, at 7610 meeting room.

Meeting adjourned at 8:05 PM

Submitted by: Matt Mora, Scribe.

**EUCALYPTUS GROVE OWNERS ASSOCIATION  
BOARD OF DIRECTORS SPECIAL MEETING  
September 16, 2019 (4PM)  
7610 Hollister Ave, Goleta (Meeting Room)  
(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange, Chris Hall and Colin Smith.

Also James Nguyen, Prop Mgr, from Bartlein & Company, Inc.

This special meeting is to work on draft of proposed CC&R's.

Owners Request: None.

Board reviewed, discussed, and finalized Restatement Questionnaire for Adams-Stirling. Craig will submit draft.

Meeting adjourned around 5:40PM.

**EUCALYPTUS GROVE OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**October 10, 2019 (6PM)**  
**7610 Hollister Ave, Goleta (Meeting Room)**  
**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange, Chris Hall. Absent was Colin Smith.

**Homeowners present:** None.

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:00PM

**Owners Requests:** None

**Approval of Prior Meeting Minutes** Chris motioned to accept prior meeting minutes from 9/12/19 & 9/16/19. Joe seconded. Unanimous.

**Landscape Report:** Finished creek renovation 7638 and 7640. Replaced two trees. Reported two sidewalk slabs Action tree took care of dangerous tree limbs. Joe wants opinion from Action tree to address 7620 tree causing drain clog issue. Howard motioned to pay Enviroscaping \$13,550 for landscape renovation work done at 7638 and 7640. Chris seconded. Unanimous with Joe abstaining. Chris motioned to to pay Enviroscaping \$1,955.67 for concrete repair to drain. Howard seconded. Unanimous with Joe abstaining.

**Vendor Evaluation** Action Roof can't complete the gutters because an awning on a unit. They were scheduled to meet with owners today.

**Treasurer's Report**

	<b>September 2019</b>	<b>YTD</b>
Total Income	\$65,400.00	\$593,466.00
Op. Expenses	64,677.56	326,482.27
Reserve Expenditures	4,302.00	134,241.01
Total Expenditures	68,979.56	460,723.28
Transfer to Op Reserve	36,420.44	199,585.72
Transfer from Op Reserve	40,000.00	47,903.00
Transfer from Reserve		30,000.00
Balance in Savings	\$ 2,710,482.61	
Due from Unit Owners	\$ 6,254.06	
Total Assets	\$ 2,721,736.67	

Operating Expenses are about 9.7%+ below on cash basis

Treasurer's Report unanimously accepted. It was moved and seconded 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 Associations 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. Unanimously approve.

### **Old Business:**

- a. Updating governing documents: in progress
  - b. 7606 foundation work by Carter Const. approx \$80k+ releveling effects.  
Foundation to be done. Done
  - c. Building staircase light fixture replacement and other lights: Howard moved to change original motion from replacing 5 light fixtures to changing all 7 fixtures on top of the columns at the gate. Chris seconded. Unanimous
  - d. Sidewalk repair/replacement: More identified.
  - e. Roofs: Home Roofing is done with checking the roofs that were fumigated.
  - f. Gutters/ downspout: Clean in mid November.
  - g. Siding or dry rot repair: 305 and 205 replaced waiting on paint
  - h. Carports fascias by Vineyard: completed 7602, 7606, 7610. Affordable will prep and paint when all carport fascias are done.
  - i. Re labeling water meter lids: Affordable to do.
  - j. Gym update/ survey: discussed ADA requirements for remodel
  - k. Leak #130. Insurance handling claim.
- Other: Board approved Beachside to replace sewer line for \$1,800 by 7620 #112 with using Envirocsaping to trench and backfill.

### **New Business**

- a. Power wash buildings & steps by Affordable (\$15,475). Contractor will schedule & distribute notices.
- b. Annual audit or review and tax returns by CPA. Chris moved to go with review for \$1,620.00 by Scott Kriss, CPA. Joe seconded. Unanimously approved.
- c. Unit 352 new windows & slider: no show.
- d. Recording liens: none

Last month executive session: Approval of a fine to be levied against a unit.

**Next Meeting 11/14/19** at 6PM, at 7610 meeting room

Meeting adjourned at 8:05 PM

Submitted by: Matt Mora, Scribe.

# **EUCALYPTUS GROVE OWNERS ASSOCIATION BOARD OF DIRECTORS MEETING**

**November 14, 2019 (6PM)  
7610 Hollister Ave, Goleta (Meeting Room)  
(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Howard Lange, Chris Hall and Colin Smith. Absent was Joe Mora.

**Homeowners present:** Masumi Nagao of unit #310

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at around 6:00PM

**Owners Requests:** Masumi Nagao 310: wants to change Unit front door, must meet certain parameters which are outlined on the grove website.

**Approval of Prior Meeting Minutes** Howard motioned to accept prior meeting minutes with modification to Old business section J to state that Howard moved to allot \$50,000 for gym renovations in budget, it was seconded. Unanimously approved.

**Landscape Report:** Creek planting/conversion in progress. Action roofing didn't connect downspouts to surface drains, Envirosaping doing it. Toilet at men's room at pool running, Joe took care of it.

**Vendor Evaluation** Action Tree doing a great job.

## **Treasurer's Report**

	<b>October 2019</b>	<b>YTD</b>
Total Income	\$68,675.00	\$662,141.00
Op. Expenses	73,937.35	400,419.62
Reserve Expenditures	43,710.60	177,951.61
Total Expenditures	117,647.95	578,371.23
Transfer to Op Reserve	26,027.05	225,612.77
Transfer from Op Res	35,000.00	82,903.00
Transfer from Reserve	40,000.00	70,000.00
Balance in Savings	\$ 2,666,370.53	
Due from Unit Owners	\$ 6,616.75	
Total Assets	\$ 2,677,987.28	

Operating Expenses are about 3.3%+ below on cash basis

Treasurer's Report unanimously accepted Chris 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 Associations 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. Colin seconded. Unanimously approved.

### **Old Business:**

- a. Updating governing documents: in progress
- b. 7632 foundation work by Carter Const. waiting for Carter to reply.
- c. Building staircase light fixture replacement: Going with original light design for gates as the ones Board chose were of the incorrect size; look into LED fixtures for bridge.
- d. Sidewalk repair/replacement: tabled
- e. Roofs: check for damage after gutter cleaning
- f. Gutters/ downspout: Chris motioned to release final \$4,000 final payment pending verification by Craig at #354. Colin seconded. Unanimous.
- g. Siding or dry rot repair. In progress. Request two bids from affordable paint, one time and materials for trim repair and second a bid to paint all trim
- h. Carport fascias: in progress. Vineyard has done 7602, 7606, 7610, and will work on 7602 & 7620.
- i. Re labeling water meter lids: in progress by Affordable. Someone has come by and marked with large #s.
- j. Gym update/ survey: tabled.
- k. Power wash buildings by Affordable Painting in progress

### **New Business**

- a. Draft of proposed 2020 budget (monthly assoc fee to stay at \$370): Howard moved to accept option #1 Budget with changes for lowering patrol/alarm services from \$2,000 to \$1,000 and raise professional fees for \$2,500 to \$10,000 and Res Expenditures at \$1,904,300. No second. Motion died. Chris motioned to accept option #2 Budget with the same changes but have Res Expenditures at \$1,254,300. Colin seconded. Unanimously approved. Board also passed resolution to temporary transfer funds from reserve to operating account, if needed, to meet short term cashflow.
- b. Unit 310 front door: see owner
- c. Signs at front: Chris Hall will buy new no trespassing signs and board will reimburse.
- d. 352 new windows and slider: no show.
- e. Annual meeting 1/9/20 at 6PM at GVCC.
- f. Violations noted from walk around.
- g. Recording liens: none.

**Next Meeting 12/12/19** at 6PM, at 7610 meeting room. Meeting adjourned at 8PM.

Submitted by: Matt Mora, Scribe.

**EUCALYPTUS GROVE OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**December 12, 2019 (6PM)**  
**7610 Hollister Ave, Goleta (Meeting Room)**  
**(Subject to Board's Approval)**

**Board members present:** Craig Nicholson, Joe Mora, Howard Lange, Chris Hall and Colin Smith.

**Homeowners present:** Kate Vanderwoude of Unit 306, Paula Hernandez of Unit 323, Beth Mowll of Unit 343

**Management:** James Nguyen of Bartlein & Company, Inc.

**Scribe:** Matt Mora

**Call to Order:** Meeting called to order at 6:00PM

**Owners Requests:**

Vanderwoude of Unit 306: requesting two awnings / roof coverings for her unit and a privacy trellis. No to the trellis because she's on the third floor as only on ground floor units may have trellis. Chris moved to approve the awnings / roof coverings with standard provisions and that it can come down for required maintenance and matches previously approved designs aesthetically. Howard seconded. Unanimous.

Hernandez of Unit 323: Request to replace window/slider. Joe motioned to accept request as long as the new window and slider match existing aesthetic. Chris seconded. Unanimous

Mowll of Unit 343: A/C in window requesting board to review ban on Window AC units. Board told her portable AC units can be used inside the units. Window AC units are a prohibition in CC&Rs and the board enforces CC&Rs.

**Approval of Prior Meeting Minutes** Chris motioned to accept prior meeting minutes, Howard seconded. Unanimous.

**Landscape Report:** Maintenance, not irrigating because of recent rain. Fertilized before rains. Treatment of euc trees by SB pest for \$3,300. Colin motioned to accept bid for fertilizing and bug treatment of trees. Chris seconded. Unanimous.

Action Tree additional trimming for 7630 and 7632 for \$7,800. Chris motioned to approve additional trimming. Colin seconded. Unanimous.

**Vendor Evaluation** Gutter cleaning January and March. Some issues with Chris' gutters maybe plugged? James emailed Action roof to take a look. Beachside doing a great job. Howard moved to accept Affordable Paint's bid for 7610 on a Time and Material job not to exceed \$18,000 for wood repair. And the bid to paint all wood trim for \$10,800. Colin seconded. Unanimous. Newsletter to remind people to report safety items or repairs eg. Sidewalks, dry rot, out bulbs etc.

### **Treasurer's Report**

	<b>November 2019</b>	<b>YTD</b>
Total Income	\$63,790.00	\$725,971.00
Op. Expenses	12,379.27	412,798.89
Reserve Expenditures	70,795.00	248,746.61
Total Expenditures	83,174.27	661,545.50
Transfer to Reserve	25,655.73	251,268.50
Transfer from Reserve	0.00	70,000.00
Balance in Savings	\$ 2,663,538.11	
Due from Unit Owners	\$ 6,954.00	
Total Assets	\$ 2,663,538.11	

Operating Expenses are about 9%+ below on cash basis

Treasurer's Report unanimously accepted. Chris 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 Associations 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. Colin seconded. Unanimously approved.

### **Old Business:**

- a. Updating governing documents: in progress.
- b. 7632 foundation work by Carter Const. waiting for proposal.
- c. Exterior lights: Gate lights to be installed next week, weather permitting.  
Chris motioned to approve Blair electric bid to replace bridge light fixtures to LEDs for \$1,625.00. Joe seconded. Unanimous.
- d. Sidewalk repair/replacement: ongoing



- e. Carport fascias by Vineyard: done at 7610, 7606, 7602, 7620; Bldgs 7624 & 7626 next.
- f. Relabeling water meter lids: no longer needed as lids have been marked.
- g. Gym update/ survey: in progress.
- h. #310 front door - no show.
- i. Annual meeting 1/9/20, at 6PM at Goleta Valley Community Center (3 positions up for re-election).
- j. Violations noted from walk around

### **New Business**

- a. 323 new window and sliders: see Owner's Request above.
- b. 315 AC: see Owner's Request above.
- c. Signs at front: Chris will buy new no trespassing signs and Board will reimburse
- d. Floors and noise: Chris motioned to allow #355 with provision that it must include sound proofing meeting CA Building Code Section 1207.3. Howard seconded. Unanimous.
- e. 120 lattice enclosure: Owner was sent approved drawing / specs. Tabled.
- f. 306 patio cover: see Owner's Request above.
- g. Emergency maintenance required: Colin motioned to approve Drain Masters to power jetting all man holes for \$4,500. Chris seconded. Unanimous.
- h. Recording liens: none

**Next Meeting 1/9/20** at 6PM, at GV community center

Meeting adjourned at 8PM

Submitted by: Matt Mora