

Eucalyptus Grove Homeowners Association Annual Meeting

January 8, 2004

Minutes

(Subject to ~~Board of~~ Membership's approval)

Board President, Bill Tomlin, called the meeting to order at 6:15 pm.

Board Members present:

Maria McCall-Brandts

Robherda Lange

Bill Tomlin

(Susan Silvia, Merrill Lynn absent)

Also in attendance:

BOB BARTLEIN + James Nguyen--Bartlein and Co.

Bill Bold--Scribe

Roll Call

A total of 103 units were represented in person or by proxy. A quorum was achieved.

Proof of Notice

All owners of record were sent Notice of Meeting on December 10, 2003.

Prior Meeting Minutes

The minutes from last year's Annual Meeting were read and approved by the members present.

Officer's Reports

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

Total Revenue: \$514,729.21

Expenditures: 441,813.71

Reserve Total: \$434,995.06

As of Jan. 1, 2004, the Association Reserve is 66% fully funded.

The Treasurer's Report was approved as presented.

Secretary, Maria McCall-Brandts presented a summary of the routine duties of Secretary to the Board, as well as projects undertaken as **Special Projects Coordinator**, such as the Neighborhood Watch Program and, most notably, the application process for the siding restitution program.

Election of Board

Prior to the nominations for Board members, a motion was put forth to establish the Board as a **five-member** body, with **one year** elected terms. The motion was seconded and unanimously approved by the Association members present.

The following Association members were **nominated** to serve on the Board:

Greg Honnold
Grady Williams
Marcia Langley
Ruth Gross
Dan Baxter
Kathy Leyva

(Note: 'Cumulative Voting' was used for this election, that is, each unit represented, in proxy or in person, was allowed a total of five votes to be cast separately or collectively for any nominee(s))

The following were **elected** to the Board, by votes present and by proxy:

Greg Honnold
Grady Williams
Ruth Gross
Dan Baxter
Kathy Leyva

Old Business

No issues were addressed.

New Business

The members present unanimously approved the **Excess Funds Resolution** and ratified the Board's actions taken in 2003.

The membership officially **thanked the** Board Members for their dedication and hard work volunteered to the Association. To this end, a motion was placed and unanimously approved to award the Board Members a complimentary dinner, from the members of the Association.

Topics of Discussion included:

- * Security lighting recently installed in the pool area.

Adjournment

The ~~2003~~ **Annual Meeting** was adjourned at 7:50 pm.

The Board scheduled an organizational meeting for Thurs., January 22, 2004, at 12 noon at Greg Honnold's office, downtown Santa Barbara.

Minutes of the Board of Directors Meeting

DRAFT

January 22, 2004, 12:00 p.m.

G. Honnold's Office, Santa Barbara, CA

		<u>Report</u>	<u>Action</u>
	Meeting began at 12:00 p.m.		
	** Open to All Owners **		
1.	Roll Call: All Directors Present; Quorum established		
2.	Proof of Notice of Meeting: Proof established, and attached to these minutes	CL/GW	
3.	Reading of Minutes of Previous Meeting: Not Applicable		
4.	Reports of the Board		
	President's Report: Grady welcomed all. This was the Board's first meeting.	GW	
4.a	Treasurer's Report: Not applicable	GH	
5.	Reports of Committees: Not applicable. Committee not yet established.		
6.	Report of the Administrator	JN	
	<ul style="list-style-type: none"> • Invoice payable for re-roofing of units 325&326. Motioned made to pay invoice to contractor, H & H Roofing, in the amount of \$5,501. Motioned carried unanimously. • Invoice payable for security guard services through December, 2003. Motion made to pay Jimenez Security in the amount of \$960. Motion carried unanimously. • New, 2004 facility key cards are ready. Locks need to be initialized and cards need distribution to owners. Motion made to ask Bartlein to proceed. Motion carried unanimously. • Class action lawsuit for siding defects needs attention by new Directors. • Maintenance needs routine attention by new Directors. 		JN/GH JN/GH ALL ALL
7.	Other Old Business: Not applicable		
8.	Other New Business:		
8.a	Transition Between 2003 and 2004 Directors <ul style="list-style-type: none"> • Only Bill Tomlin in attendance. Maria McCall sent e-mail (attached) for purposes of addressing the following items established by GW: • Existing Personnel • Urgent Business • State of Records and Files • State of Treasury • Recommendations 	All 2003 Directrs	
8.b	<ul style="list-style-type: none"> • JN described activities of Bill Bold: 1) maintains front gate, 2) maintains front directory, 3) walks site periodically to replace landscape light, 4) every last Sunday of month opens gate 4 hours for open home realtors. 		

Minutes of the Board of Directors Meeting

8.c	<ul style="list-style-type: none"> JN reported Maria McCall was paid to work on the siding class action lawsuit, appx. \$20/hr. 	
	<p>Organization of 2004 Board of Directors</p> <ul style="list-style-type: none"> Meeting Times and Frequency: We agreed to meet next Feb 12th, 5:30 p.m., as previously notified. More to be discussed on this at next meeting. Committees, Phase I: Motion made to elect GH Parking Officer. Motion carried unanimously. Current Personnel Compensation: Time did not allow discussion. 	<p>All 2004 Directrs</p> <p>GH</p>
	<p>**Bill Tomlin Departed Meeting; Only Directors and Administrator Remained**</p>	
8.d	<p>Security Guard</p> <ul style="list-style-type: none"> Motion made to ratify two-week notice given to Security Guard service, effectively ending this service as of January 22, 2004 until a better solution is identified, and to ask RG to study how security can be improved using neighborhood watch, in addition to use of Sheriff. Motion carried unanimously. 	<p>GW</p> <p>RG</p>
8.e	<ul style="list-style-type: none"> Compensation to acting Directors was discussed briefly. No motions made or action taken. Discussion tabled for a later meeting. Operation of Pool Lights: Time did not allow discussion. Personal Storage in Meeting Room: Time did not allow discussion. 	
	<p>Meeting Adjourned at 1:30 p.m.</p>	

Eucalyptus Grove Homeowners Board of Directors Meeting

February 12, 2004

Minutes

(Subject to Board of Directors Approval)

Board Vice President, Dan Baxter, called the meeting to order at 5:38 pm.

In attendance were:

Ruth Gross, Board Member-at-Large,
Gregg Honnold, Treasurer,
Kathy Leyva, Secretary,
(Board member Grady Williams absent)
Roger Knox (unit 357),
Todd Matson (unit 119),
James Nguyen (Bartlein and Co., Inc),
Bill Bold (Scribe)

Homeowner, Mr. Knox requested the Board rescind its order prohibiting his tenant from parking a recreational vehicle in the Grove unassigned parking area. The Board discussed the matter with Mr. Knox and agreed to review the current parking regulations at the next Board meeting. In the meantime, the vehicle may only be parked in the assigned parking space for the unit in question (unit 357).

Homeowner, Mr. Matson requested the Board approve the installation of tiles (approx. 13" x 13", color: "Carolina Clay") on the ground-level patio of his unit. The Board **approved** the installation of these tiles.

A **letter** from Board President, Grady Williams, stated his resignation as Board President. The Board unanimously **accepted** his resignation.

The January 21, 2004 Board of Directors **meeting minutes** were reviewed and were **approved** as presented.

2003 Board of Directors **Documentation Coordinator**, Maria McCall-Brandts, presented a report on the **status of the Restitution Application** (Weyerhaeuser Siding Class Action Suit) to the Board. Following a brief discussion, the Board **agreed to sign** a Resolution to submit a claim in the above class action suit. Additionally, the Board requested Ms. McCall-Brandts **continue her work** on the application with the existing pay agreement still in force. Ms. McCall-Brandts accepted the offer and the Board **approved** the action.

The Treasurer's Report for Januarys:

Total income	\$ 43,323.50
Total expenditures	27,818.82

Transfer to Reserve 15,504.68

Total assets \$451,070.27

The Board unanimously approved the report as presented.

Noting a balance in excess of \$100,000.00 at Goleta National Bank, the Board **approved** transferring \$20,000.00 to the Citibank and First Bank savings accounts, each. Gregg Honnold led a discussion with the Board on the merits of "Laddering" our savings accounts. No further action was taken at this time.

Neighborhood Watch Committee Chair, Ruth Gross, reported to the Board the current items still in work toward forming the watch group at the Grove.

Parking Enforcement Committee Chairman, Gregg Honnold reported that he tagged about 6 or so vehicles several days ago. These apparently abandoned vehicles (or have expired registration) will be removed the next day from the property. James will meet with the tow truck company the next day. Board approved the towing. The Board discussed optional parking stickers to be used in the tagging of illegally parked vehicles at the Grove. No action was taken on this issue.

Discussion on the **Streambank Erosion Project** was tabled for this month.

Discussion on **Pool Fence Height** was tabled for this month

Old Business

J. Nguyen requested the Board approve **payment** to Murphy Electric for services previously completed for the lights around the pool. The Board **approved** this payment.

J. Nguyen informed the Board of a section of **concrete sidewalk** needing **repair** at unit 240 (bldg. 7630). The Board **approved** this repair by Sea View Construction for \$587.36.

Bank Signature Cards were circulated and signed by the Board members, as required.

After a brief discussion, the Board agreed to look at and assess the **status of the files** in the Board Document / Storage Room. Tabled for the next Board meeting.

From a list of **Committees** compiled by G. Williams, the Board **agreed to pursue** the following:

Nominating Committee for 2005 Board Nominations -- discussion tabled until September 2004.

Landscape Committee -- R. Gross will discuss Manager's duties with former manager, Merrill Lynn, and report findings to Board, as well as what would be needed to for a Landscaping Committee.

Streambank Erosion Committee -- currently tabled, to be chaired by G. Williams.

Bylaws / CC&Rs Update Committee -- to be chaired by D. Baxter.

Rental Policy Committee -- G. Honnold to chair.

Website Committee -- D. Baxter, chair; the Board **approved funding**, and directed D. Baxter to proceed with setting up the website.

Exercise Room Enhancement -- G. Williams to chair.

The Board 'passed' on establishing:

Maintenance Committee, instead, the Board will assign repair / cleanup projects to contractors on an "as needed" basis. At this time, the Board **approved** enlisting a handyman to secure and "pest proof" all building vents in the development.

The Board in the normal execution of their duties will carry out Rules Enforcement Committee.

Contracting Committee (see **Maintenance Committee**).

The Board unanimously approved Management to spend up to \$1,500 for each maintenance item without board's approval.

New Business

The Board unanimously elected Dan Baxter for Board President, and Ruth Gross for Vice President.

Presented to the Board, were bids for the **repair** of the **stair landing** at unit 327 (bldg. 7624). The Board **approved** this repair by Sea View Construction for roughly (\$11,000) with unknown dry rot on a "Time and Materials" basis.

The issue of the adopting a "**Code of Ethics**" for Board members as suggested by Grady Williams (refer to a document created by CA Association of Homeowners), was discussed and the Board agreed to review the code at their convenience. No action taken.

The Board discussed the issue of the Pool Security Lighting with no action taken.

As recommended to the Board by Perfect Pools, the existing **pool filter** (DE Filter) should be replaced with a Pentair TR100-C sand filter. Currently, the DE filter needs replacement. The Board **approved** the installation of the Pentair filter, at a cost estimate of \$1,300.00.

The current rate of pay to R. Gross for **Pool Manger**, and B. Bold for **Gate, Directory, Lighting** and **Scribe** (Minutes) duties was **reapproved** by the Board. Greg Honnold read a fax from the Association insurance agent that it does provide liability coverage for a Board Member whether or not they are receiving compensation, for other duties in the Association.

J. Nguyen notified the Board of the replacement of **water meter** enclosures and lids by Goleta Water District. The work is being done in phases as GWD time allows.

(At this time, the Board adjourned to **Executive Session**)

The February meeting was **adjourned** at 8:32.

The next Board meeting is scheduled for **Thursday, March 11, 2004 at 6:00 pm.**

Eucalyptus Grove Homeowners Board of Directors Meeting

March 8, 2004

Minutes

(Subject to Board of Director's approval)

Board President, Dan Baxter, called the meeting to order at 6:03 pm.

Also in attendance were:

Michael Ashby (Vice President),
Cathy Leyva (Secretary),
Greg Honnold (Treasurer),
Craig Nicholson (Member-At-Large),
Ms. Mason (unit 338),
Ms. Rafoua (unit 252) and Ms. Walther (unit 125) joined the meeting while in progress,
James Nguyen (Bartlein and Co.),
Bill Bold (Scribe)

Ms. Mason, unit 338 homeowner, volunteered help with the **siding restitution application** project, in response to the article in the Grove newsletter. The Board accepted this offer and Ms. Mason will meet with Board members, Dan Baxter and Greg Honnold on Mar. 9, 2005 to discuss the application process.

Ms. Rafoua (unit 252) presented her case for being exempted from the **CC&R rule** limiting residents to one dog or cat per unit. Ms. Rafoua presented a letter from her physician underscoring her need to keep the two dogs which she now has at the Grove. The Board listened carefully to Ms. Rafoua's argument, and told her the Board would consider the issue, however no new action would be taken at this meeting. The matter was tabled until the next Board meeting.

The February **meeting minutes** were reviewed and **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$47,960.00
Operating	
expenditures	104,436.82
Reserve expenditures	18,105.63
Total assets	\$273,204.71

The Board **approved** the February Treasurer's Report as presented.

The Board **approved** closing the State Farm Savings Account and using the funds towards the Exterior Painting project.

J. Nguyen distributed copies of the CPA audited Financial Statements to the Board.

Committee Reports:

The Board discussed **Landscaping**, first, in the context of repairs from the recent rains. M. Ashby recommended installing cocoanut matting on the slope bordering Ellwood School. M. Ashby will also take up the talks with Ellwood School maintenance (started by D. Baxter) in regards to **drainage problems** which may exist at the school which, in turn cause overflowing drain situations at the Grove.

On another Landscaping topic, M. Ashby reported on his work defining the scope of the maintenance contractor. There is doubt that Progressive Landscaping is fulfilling these criteria. A draft of his findings will be forwarded to Cathy Leyva and Dan Baxter for review. Mr. Ashby is asking the Board for feedback on this issue.

Greg Honnold reported to the Board that there is excessive ("**green**") **debris** – leaves, bark, etc., accumulating along the outside of the Grove's periphery fence. Mr. Honnold requested Southern Pacific Rail Road and Ellwood School be called and asked to remove this debris which poses a potential fire safety hazard to the Grove.

Also of interest is a noticeable pile of discarded **cinder blocks** on the Grove property side of the fence along Hollister Avenue. This area is out of public view/access and although a nuisance is not a safety issue.

Cathy Leyva reported that there are several areas of **construction debris** on the landscaping surrounding the buildings, and suggested the contractors be asked to perform a better clean up after their repairs.

The Board agreed with the action recommended on each of these issues.

Dan Baxter reported he continues to maintain and update the Grove website.

Old Business

The Board briefly discussed the status and process of the voting on the issue of **restrictions on dog ownership**, which was launched by Ms. Cunningham (unit 254). No Board action was required on this issue, at this time.

On the subject of the **Exterior Painting Project**, the Board recognized the timetable has slipped due to inclement weather.

D. Baxter reported no significant activities regarding the **Siding Restitution** application project, although, as noted earlier in the meeting, the help offered by Ms. Mason will be a major contribution.

At the request of Mr. Matson (unit 119), the Board approved the installation of additional **sound-deadening insulation** on the interior of the property wall along Hollister Avenue. The wall is being repaired and Mr. Matson will pay for the insulation.

Greg Honnold notified the Board that two vehicles are scheduled for **towing** from the Grove property. The vehicles are in violation of the Grove **parking regulations** and have been duly ticketed ("stickered"). Mr. Honnold asked for the help of Board members in patrolling and ticketing parking violators on the Grove property. Cathy Leyva and Mike Ashby volunteered for this assignment. Finally, the Board discussed the service being provided by Thomas Towing, who currently holds the contract to tow vehicles

from the Grove. The Board agreed the service has been less than acceptable and was unanimous in the decision to seek a new contract with Smitty's Towing, allowing the contract with Thomas Towing to expire.

New Business

Cathy Leyva and Craig Nicholson gave the following report to the Board:
A **eucalyptus tree** growing near building 7634 has roots extending into the area of the water meters for that building. The **roots** have grown to the point of displacing the **main water lines** from the meters to the individual units. Recently, one of the displaced lines ruptured, requiring immediate plumbing repair. In discussion on this matter, the Board verified that the Homeowner's Association is not liable for this damage. The Association will, however, take steps to prohibit more damage occurring. J. Nguyen will contact an arborist for remedies such as root barriers and / or root removal. The Board approved this action.

The Board approved the **repair of a sidewalk** section – possible 'trip hazard' – near unit 240, building 7630, at a cost of \$814.50 by Seaview Construction.

The Board officially approved the start of **siding repairs** at units 237 / 337, building 7628.

The Board also made official the approval to carry out **repairs to the stream bank**, which were made on an emergency basis during the latest rains. The cost of the repairs totaled \$10,425.00.

At the request of Craig Nicholson, J. Nguyen will seek bids to repair several **potholes** that have developed at the Grove. Greg Honnold will investigate the installation of **concrete swails** in the heavy drainage areas of the Grove parking lots.

The Board discussed various aspects of the "**Owner-Occupancy By-law**". In an effort to encourage compliance, it was suggested that a survey form be sent out to all homeowners with the next newsletter, seeking information on current residents of homes at the Grove.

(At this time, the Board adjourned to **Executive Session**)

The March meeting was **adjourned** at 8:22 PM.

The next Board meeting is scheduled for **Thursday, April 14, 2005 at 6:00 pm.**

Eucalyptus Grove Homeowners Board of Directors Meeting

March 11, 2004

Minutes

(Subject to Board of Directors Approval)

Board President, Dan Baxter, called the meeting to order at 6:06 pm.

In attendance were:

Ruth Gross, Board Vice President,
Kathy Leyva, Secretary,
Gregg Honnold, Treasurer,
Grady Williams, Member-At-Large (left meeting at 7:00 pm)
Ms. Gadsby (unit 213)
Ms. Green (unit 322)
Mr. & Mrs. Janigian (unit 306)
Ms. Kemp (unit 135)
Mr. Nicholson (unit 247)
Mr. Rauch (unit 351)
James Nguyen (Bartlein & Company, Inc.)
Bill Bold (Scribe)

Homeowners, Mr. & Mrs. Janigian (306) asked the Board's approval for replacement of sliding glass doors with Milgard "Classic" models which are similar to the existing doors. The Board unanimously approved this replacement.

Homeowner, Ms. Green (322) informed the Board of an area of soft wood on the ceiling header of the unit's balcony. The Board will have this defect investigated.

Homeowner, Mr. Rauch, asked the Board for a list of contractors who could do repairs such as utility door installation. The Board will give him some names.

The February 12, 2004 Board of Directors **meeting minutes** were read and were **approved** as presented.

James Nguyen distributed the **CPA Prepared Financial Statements** and returned the **2003 Treasurer's packet** to the Board.

The Treasurer's Report month-end totals:

Total income	\$ 41,991.00
Total expenditures	20,989.44
Total assets	\$474,347.00

The Board approved the report as presented.

Pool Manager, R. Gross informed the Board of continuing problems at the pool (card lock gate, Jacuzzi timer, Jacuzzi water level) which she is pursuing. No actions taken.

Dan Baxter, chair for the **Website Committee**, reported his progress on the Grove website, using the "Toolbox 7" program.
No were no other Committee reports, at this time.

Old Business

J. Nguyen informed the Board the **staircase repair** at units 326 / 327 by Seaview Construction should be finished by March 19, 2004.

The Board rejoined the discussion on **RV parking**, focusing on last month's request by Mr. Knox (357) to allow his tenant to park such a vehicle at the Grove. The Board asked J. Nguyen to research the registration class for the vehicle in question. No further action was taken on this issue, at this time.

The Board reviewed and discussed the current list of **dryrot repair** sites, including two new repair findings submitted by Ramstrum Construction. No new action was taken on this issue, at this time.

The Board briefly discussed the **status of the claim** in the Siding Class Action Suit. The question of taxation on any reimbursement was posed. No further action was taken.

The Board voted unanimously to drop the **mailbox structure roof extension**.

The **fumigation** (tenting) of **building 7602** was scheduled for June 2, 3, and 4, 2004, by the Board. Notices will be sent to all effected homeowners.

G. Honnold introduced the topic of adding **wheelchair ramps** to all buildings for access. No action taken on this issue.

New Business

J. Nguyen notified the Board that Seaview Construction will replace a **rotted handrail cap** at unit 357 (bldg. 7636).

J. Nguyen asked for approval of assigning J D Brooks the **Reserve Study** for 2005 Budget, at a cost of \$980.00 The Board approved this request.

G. Honnold briefly discussed a **letter** which he wrote to the Board on the subject of Grady William's recent Board / Homeowners related actions. No action taken on this issue.

(At this time, the Board adjourned to **Executive Session**)

The March meeting was **adjourned** at 7:42 to be followed by the special adjourned meeting at Goleta Valley Community Center, at 8PM, tonight.

The next Board meeting is scheduled for **Thursday, April 8, 2004 at 6:00 pm.**

Eucalyptus Grove Homeowners Association
Adjourned Meeting of Special Membership Meeting
March 11, 2004
Minutes

(Subject to Membership's Approval)

Board President, Dan Baxter, called the meeting to order at 8:04 pm.

In attendance were:

Ruth Gross, Board Vice President,
Kathy Leyva, Secretary,
Gregg Honnold, Treasurer,
Grady Williams, Member-At-Large
Bob Bartlein & James Nguyen (Bartlein and Company, Inc.),
Bill Bold (Scribe)
92 units were represented by either homeowners in attendance or proxies.

Introduction of Board Members

Roll Call

All Board members present .
92 units represented.
Quorum achieved.

Proof of Notice

Meeting notice made available March 6, 2003.

Meeting Purpose

Grady Williams presented the following items:

- **Vote on replacement of current Board members**
- **Adoption of Code of Ethics for Board Members**

Meeting Minutes

The Minutes of the March 6, 2004 Special Membership Meeting were approved by the attending Homeowners. The reading of the Minutes was waived.

Presentation

Grady Williams commenced his presentation with the following items:

Response to March 6, 2004 Meeting
Reason for Board Change
Open Floor (Discussion)
Vote

G. Williams made a detailed summary of the reasons two Board members should be removed including :

Board unethical practice
Responsibilities of the Board not being met

The sitting Board members were allowed to respond to the accusations.

Motion

A **motion** to remove the existing Board of Directors was proposed.
The motion was **seconded**.

Discussion

A **discussion** on the issues ensued involving all Board Members and some Homeowners in attendance.

Vote

The call for a **vote** was presented. The attending Homeowners asked for **Cumulative Voting**. The number of Directors to be elected was determined to be 3 only, in accordance with the Grove By-Laws. The three nominees with the most votes would be elected as Directors, per the Bylaws. The 4th and 5th place nominees would be elected as non-voting board members.

The **nominees** for the new Board, as selected by the present Homeowners were:

Dan Baxter
Mike Ashby
Ruth Gross
Christine Hall

Gregg Honnold
Kathy Leyva
Grady Williams

Ruth Gross **declined** the nomination.

The Vote yielded the following members for the **replacement Board**:

Mike Ashby, Director
Christine Hall, Director
Grady Williams, Director
Dan Baxter, Board Member
Cathy Leyva, Board Member

The election of Dan Baxter and Cathy Leyva as non-voting Board members, having received the 4th and 5th number of votes, respectively, was not verbally announced at meeting.

Motion

A **motion** to adopt the Code of Ethics for Board Members, which was distributed at the meeting, was made and seconded. The motion **carried**.

Adjournment

The Meeting was adjourned at 10:56pm.

EUCALYPTUS GROVES

HOMEOWNERS' ASSOCIATION

MINUTES OF SPECIAL MEETING OF THE MEMBERSHIP

MARCH 25, 2004

- I. Meeting was called to order by President Grady Williams at 6:05 PM.
- II. 103 Units were represented in person or by proxy with 13 of the proxies in dispute. Regardless of the disputed proxies, a quorum was present.
- III. Motion made, seconded and unanimously approved to waive notice of the meeting.
- IV. Grady Williams read the minutes for the March 11, 2004 special meeting . It was moved and seconded to approve the minutes. There was a motion to amend the motion to approve them with the following changes:
 1. Proof of Notice was not done properly and there was no motion to waive notice.
 2. The vote to remove the Board was done by a voice vote with Grady Williams voting all of his proxies.

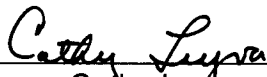
The motion to amend the motion to approve was passed with one abstention.
The motion to approved the minutes as amended passed.

- V. Motion was moved and seconded to recall the Board elected at the March 11th meeting. Discussion followed with many present speaking in favor of the motion and many speaking against the motion. A written ballot was take with 63 units voting to recall the Board and 38 units (including the 13 disputed proxies) voting against. Motion passed.
- VI. The floor was opened for nominations to elect a new Board. The following were nominated and their nominations were seconded:

Dan Baxter	Greg Honnold	Cathy Leyva	Mike Ashby
	Grady Williams	Christine Hall	

Cumulative voting was requested and a written ballot taken. Dan Baxter and Cathy Leyva received the greatest number of votes. Mike Ashby and Greg Honnold both received a substantial number of votes, but there was no clear choice between them in that if the disputed proxies were voted, Mike would win, and if not, Greg would win. It was agreed by all present to have a runoff between Mike and Greg. Another written Ballot was taken and Greg Honnold was chosen as the 3rd director.

- VII. Moved and seconded to adjourn meeting. Passed and meeting adjourned at 10:30 PM.


Cathy Leyva, Secretary

The Mailing Address for The Association is In Care Of:

 Bartlein
& Company, Inc.

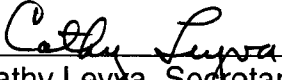
3944 State Street , Suite 200 ♦ Santa Barbara, CA 93105-3170 ♦ (805) 569-1121 ♦ Fax: (805) 682-4341

EUCALYPTUS GROVES

HOMEOWNERS' ASSOCIATION

MINUTES OF BOARD MEETING MARCH 25, 2004

- I. Meeting called to order at 10:30 PM immediately after the special meeting of the membership.
- II. Dan Baxter was elected president. Cathy Leyva was elected Secretary. Greg Honnold was elected Vice President & Treasurer.
- III. Next Board meeting was scheduled for April 8, 2004 at 6:00 PM.
- IV. Meeting was adjourned.


Cathy Leyva, Secretary

The Mailing Address for The Association is In Care Of:

 Bartlein
& Company, Inc.

3944 State Street , Suite 200 ♦ Santa Barbara, CA 93105-3170 ♦ (805) 569-1121 ♦ Fax: (805) 682-4341

Eucalyptus Grove Homeowners Board of Directors Meeting

April 8, 2004

Minutes

(Subject to Board of Directors Approval)

Board President, Dan Baxter, called the meeting to order at 6:00 pm.

Also in attendance were:

Gregg Honnold (Board VP),
Kathy Leyva (Board Secretary),
(All Board members present)
Ruth Gross, Pool Manager,
Mr. & Mrs. Ashby (unit 114),
Mr. Miller (unit 121),
Ms. Nagao (unit 310),
Mr. & Mrs. Zuk (unit 219),
James Nguyen (Bartlein and Co.),
Bill Bold (Scribe)

The Homeowners in attendance discussed the pros and cons of making **entry gate** numerical **codes** available to the Grove homeowners. The Board agreed to revisit this subject to find if there is a workable solution, offering homeowners easier access, while maintaining security. No further action was taken on this subject.

Mr. Zuk discussed the latest **CPA Prepared Financial Statement** with the Board and questioned the wording of **certain parts** of the document. **Dan Baxter** offered to respond and attempt to answer **Mr. Zuk's** questions at a time after the meeting.

Ms. Gross, Pool Manager, relayed ongoing problems at the pool concerning the **pool entry gate**, and **dog nuisance** at the pool. The Board agreed to take a **closer look** at these items, **taking no formal action** at this point.

The March 25, 2004 Special Membership **meeting minutes** were **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$46,705.00
Operating expenses	21,161.90
Transfer from Reserve	20,000.00
Total assets	\$496,104.69

The Board **approved** the Treasurer's Report as presented.

Vice President, Mr. Honnold discussed the prospect of transferring a portion of the **savings account** to a Texas bank CD account, to benefit from a higher interest rate. The Board agreed in principle with this plan, and Mr. Honnold will bring specifics to the Board for final approval.

James Nguyen collected **signature cards** from the Board for the savings account at State Farm Bank.

Board President, Dan Baxter, briefly reviewed the status of the current **Committees**: Landscape, Streambank, Governing Documents, Rental Policy, Website, Exercise Room and Neighborhood Watch. Organization of all committees continues, while Mr. Baxter is coordinating with J. Nguyen the formal process of establishing a **five-member Board** of Directors at the Grove.

Gregg Honnold, reported he will provide the Board with an updated list of **Parking Regulations** with accompanying map in the near future. Still under investigation / discussion is the question of allowing a van/RV to park at the Grove (ref. Feb, Mar. meetings, R. Knox, unit 357). G. Honnold continues to investigate definitions / legality.

Old Business

J. Nguyen informed the Board the **staircase repair** at units 326 / 327 by Seaview Construction is finished, the Board approved payment to Seaview Construction of \$10,286.06.

The Board reviewed and discussed the current list of **dry rot repair** sites, including several new repair findings submitted by Ramstrum Construction. The Board directed J. Nguyen to request bids from Ramstrum, Beachside, and Seaview Construction Companies on the repair to the balcony of unit 358 (bldg 7636).

The Board briefly discussed the **status of the claim** in the Siding Class Action Suit. Grove homeowner and architect, D. Miller has volunteered to assist the Board in the effort to compile a photo survey of dry rot sites in order to proceed with a long overdue **exterior painting** project. The Board directed J. Nguyen to seek bids on the painting project.

J. Nguyen reported to the Board the **fumigation** of building 7602 is 'on track; with the signing of a "Plant and Roof Release", by D. Baxter, the tenting will proceed June 2 thru 5, 2004.

New Business

With the current interest in **Entry Gate Codes**, the Board recommended an article be written for the newsletter discussing the various aspects of this issue. Also for the newsletter, will be a reminder to homeowners that some units may have **furnace** assemblies affected by a factory recall.

(At this time, the Board adjourned to **Executive Session**)

The April meeting was **adjourned** at 7:50.

The next Board meeting is scheduled for **Thursday, May 6, 2004 at 6:00 pm.**

**Eucalyptus Grove Homeowners
Board of Directors Meeting
May 6, 2004
Minutes
(Subject to Board of Director's approval)**

Board President, Dan Baxter, called the meeting to order at 6:00 pm.

Also in attendance were:

Greg Honnold (Board VP),
Cathy Leyva (Board Secretary),
(All Board members present)
Ms. Medina (unit 214),
Ms. McFarland (unit 354),
Mr. Miller (unit 121),
Ms. Trowbridge (unit 364),
Arturo Gonzales (Progressive Landscaping Co.),
James Nguyen (Bartlein and Co., Inc),
Bill Bold (Scribe)

Arturo Gonzales, President of **Progressive Landscaping** discussed landscape watering, landscaping growing near or on buildings, status of the creek bed restoration project, and asking the Board for a landscaping coordinator (Grove homeowner) to act as a contact for landscaping issues. Mr. Gonzales reassured the Board that the watering cycles are carefully monitored and periodically adjusted by Progressive. It was agreed that any vines or plants growing close to or on buildings would need to be removed, in most cases immediately, to facilitate the upcoming painting project. Cathy Leyva volunteered to act as the contact for Progressive Landscaping at this time.

Homeowner, Ms. Medina (u. 214), asked the Board to consider paying for **water damage** to the ceiling of her unit, citing the cause as being a leak in the building structure. The Board turned down this request, noting the Association is not liable, in most cases, for damage to the interior of a unit.

Ms. Medina also asked the Board for advice or help on dealing with the resulting smell from what is assumed to be a dead rodent in the unit (107) below her unit. Other health related concerns were voiced by Ms. Medina in regards to unit 107. The Board recommended Ms. Medina call the County Health Department, as the first step in resolving this problem.

Homeowner, Ms. Trowbridge (u. 364), informed the Board that the surface of the **landing** on the stairs leading to her unit is deteriorated. The Board approved the resurfacing of the stair landing.

Received in letters to the Board, the following questions were raised:

- Is Lenz Pest Control a **bonded** service company? J. Nguyen responded that yes, Lenz is bonded.
- The **poolside furniture** shows signs of aging. Could the pool furniture be replaced? Yes, the Board will direct Ms. Gross, Pool Manager to look into replacements.
- Can the USPS **mail deposit box** in the Phase II area be repaired? G. Honnold will look into the options for repairing this drop box.

The April 8, 2004 **meeting minutes** were discussed and one change of wording was requested:

In the first item of the minutes, on the subject of gate entry codes, the last line read:

"No further action was taken on this subject."

This should read:

"This item tabled until next Board meeting."

With the above change, the April meeting minutes were **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$47,822.50
Operating expenses	30,438.79
Transfer to Reserve	27,383.71
Total assets	\$499,655.19

The Board **approved** the Treasurer's Report as presented.

The Board approved the transfer of \$40,000.00 from Goleta National Bank to a new account with Washington Mutual Bank, to keep each savings account below or near \$100,000.00.

Board President, Dan Baxter, briefly reviewed the status of the current **Committees**: Landscape, Stream bank, Governing Documents / Rental Policy, Website, Exercise Room and Neighborhood Watch. Organization of all committees continues, with the addition of two new committees: Parking, G. Honnold, chair, and Maintenance, with D. Miller (unit 121) as chair.

G. Honnold reported to the Board various items relating to **Parking issues**, including a new Parking regulation map, to be posted at the mail kiosk information boards; the drafting of revised parking regulations, to be forwarded to C. Leyva and D. Baxter; and the details of recent towing activity.

Old Business

The Board briefly discussed the, as yet, unresolved question of **parking** a particular **van / RV** at the Grove (ref Feb., Mar., and April meeting minutes). The Board requested a copy of the vehicle registration to help clarify the details of this case, and will make a determination when this information is received.

The Board reviewed and discussed the current list of **dry rot repair** sites, including several new repair findings submitted by Ramstrum Construction. J. Nguyen requested bids from Ramstrum, Beachside, and Seaview Construction Companies on the repair to the balcony of unit 358 (bldg 7636). All three contractors replied with a "Time and Materials" bid. The Board approved Seaview Construction proceed with the repair.

The Board also requested Seaview Construction conduct a survey of the Grove and report on any caps, rails and gutters in need of repair.

The Board briefly discussed the **status of the claim** in the Siding Class Action Suit. Grove, with D. Baxter reporting current status.

J. Nguyen received bids from Fuentes Painting, Advanced Painting, and Patterson Painting, for the development **painting project**. The Board directed J. Nguyen to update the project requirements with the contractors, concerning additional work that may have to be performed in regards to the dryrot damage. This addition will likely change the original bid amounts.

The Board briefly discussed the issue of making numerical **gate codes** available to homeowners. The Board agreed to not release these codes to the homeowners. An item will be placed in the next newsletter discussing this decision.

New Business

A draft of the **proposal to amend** the Association Bylaws in regards to defining the Board of Directors as a five-member board was reviewed and discussed by the Board. The ballots and proposal will be mailed to the Association Members, requesting the completed ballots be returned by mail by June 30, 2004. The Board approved this action.

J. Nguyen presented the Board with an **updated management agreement** from Bartlein & Co., Inc. No action was required on this item at this time.

J. Nguyen reported to the Board that a **section of roof** over unit 347, building 7632, needs to be replaced. H & H Roofing offered a bid for this work of \$2,094. The Board approved H & H proceeding with this repair.

G. Honnold discussed with the Board the possibility of installing additional **recycling containers** at the dumpster enclosures. Action on this issue was tabled until next board

meeting.

G. Honnold discussed with the Board the addition of **latching-type doors** to the enclosed areas at the gas meters and utility closets located at each building. Action on this issue was tabled until next board meeting.

A version of a “**Code of Ethics**” was presented for the Board’s information / consideration by G. Honnold. No action was required on this issue at this time.

(At this time, the Board adjourned to **Executive Session**)

The May meeting was **adjourned** at 9:05.

The next Board meeting is scheduled for **Thursday, June 10, 2004 at 6:00 pm.**

Eucalyptus Grove Homeowners Association
Board of Directors Meeting
June 10, 2004
Minutes

(Subject to Board of Director's approval)

Board President, Dan Baxter, called the meeting to order at 6:00 pm.

Also in attendance were:

Greg Honnold (Treasurer / VP),

Cathy Leyva (Secretary),

Others in attendance: Ms. Eileen Medina (unit 214), Ms. Sykonie Lowe & Derek Lowe (unit 241), Mr. Arturo Gonzales of Progressive Care.

James Nguyen (Bartlein and Company, Inc.),

Bill Bold (Scribe)

Arturo discussed with the Board regarding the creek bed erosion. There is greater damage now than when the previous board signed the contract. He suggested to get a landscape architect (Brian Brodersen of Arcadia Studio) involved to deal with the swale, soil, and stagnate water. He'll check with possible irrigation leak across from Bldg. 7260. He's been removing the ivy and plants off of the bldgs to prepare for the painting project.

Sykonie & Derek asked if the "doggie bag" station could be moved farther away from their bldg (7630). Board approved. Pedestrian code needs to be changed since many non-residents have it now.

Ms. Medina (unit 214) informed the Board that recent **ceiling damage** in her unit was possibly caused by termites, according to L. Ramstrum (Ramstrum Construction). J. Nguyen will contact an exterminator to investigate. She also discussed with the Board the status of the unit directly below her unit (unit 107) in regards to the odor. James will seek legal counsel to find out what can be done.

The May **meeting minutes** were reviewed and **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$42,818.00
Operating expenses	22,657.28
Transfer to Reserve	20,160.72
Total assets	\$532,134.16

The Board **approved** the June Treasurer's Report as presented.

The Board briefly discussed savings account returns and projected maintenance expenses and their bearing on Association savings accounts near or over the \$100,000.00 mark. No actions taken.

D. Baxter informed the Board that Ruth Gross, Pool Manager, reported that Costco has good pool furniture (chaises for about \$79 each). The Board unanimously approved this purchase.

Board President, Dan Baxter, briefly reviewed the status of the current **Committees**:

Landscape,

Streambank,

Governing Documents,

Website,

Neighborhood Watch, and

Parking.

Organization of all committees continues.

- D. Baxter updated the Board on the online status of the Grove **website**.
- G. Honnold, provided an update on **Vehicle Towing / Removal Policy** to the Board, **guidelines** for which, will be forwarded to D. Baxter for posting on the Grove website.
Mr. Honnold also reported on a parking complaint involving the assigned parking space for unit 231. After reviewing the pictures, it was agreed the parking area in question was functional.
D. Baxter suggested designating parking areas in each of the three “unassigned” parking areas for motorcycle use only, restriping for these areas would be required. G. Honnold will look into this.
- The Board was united on the topic of the “ET” satellite managed (**landscape**) **watering system**, agreed not pursue the installation of this system at this time.

Old Business

J. Nguyen informed the Board the **siding repair** at unit 358 (bldg. 7636) by Seaview Construction would commence on or about June 20.

D. Baxter informed the Board that Ms. McCall-Brandt, Siding Class-Action Suit Settlement Coordinator, is no longer residing at the Grove. Ms. McCall has volunteered, however, to continue overseeing the **restitution application** process, until further notice.

J. Nguyen reported to the Board that the **fumigation** of building 7602 was completed successfully, and without incident. The Board directed Mr. Nguyen to pay Lenz Pest Control for this operation.

The Board also asked Mr. Nguyen to seek bids for fumigation of building 7610, pending the evaluation for termite damage, as mentioned earlier in the meeting. This project would be scheduled for late September to early October of 2004.

At G. Honnold’s suggestion, the Board agreed to have contractors name the Homeowner’s Association as the “Certificate Holder” on their insurance certificates.

Having reviewed the bids submitted for the **gutter repair project**, the Board selected Johnny’s Sheetmetal to complete these repairs. The Board decided to initially focus on three buildings: 7636, 7638 and 7640, to gauge the overall cost of the project. In parallel with this assignment, the Board approved contracting Seaview Construction to repair trim pieces and on buildings 7636, 7638 and 7640, in preparation for painting. (Contractors will start with 7640, then 7638, 7636...)

With revised bids on the table, the Board unanimously chose Fuentes Painting as the painting contractor for the **exterior painting project**, with a bid of \$238,000.00.

The Board tabled the signing of an updated Property Management Agreement until the July Board of Directors meeting.

J. Nguyen reported to the Board that the **cleanup** and deodorizing of unit 107 (bldg. 7610) has been completed. The Board unanimously ratified this action, and asked Mr. Nguyen to seek legal counsel on what actions may be appropriate should further action on this issue be required.

The Board briefly discussed a letter from homeowner, Mr. Zuk (unit 219), concerning the **Annual Financial Report** for the Grove. The Board agreed to schedule an **audit** of the finances for the development for 2004.

J. Nguyen reported that 80 ballots have been received thus far, on the vote to **amend the By-laws**, to have a five member Board of Directors. A special mailing will be sent to owners who have yet to send in their ballots. The issue will remain open until a majority of votes is received in favor or against the proposition.

G. Honnold gave a brief update on increasing the **recycling collection** areas, and reported that the **mail deposit box** in the Phase 1 mail kiosk has been repaired. No action was required on either item.

New Business

G. Honnold several items for discussion with the Board:

- The “Residency Bylaw”, its true definition and enforcement. The Board will seek general legal counsel on these matters.
- A sizable collection of abandoned bicycles, which has accumulated over time at the Grove. Mr. Honnold will arrange for a charitable organization to pick these up.
- The possibility of instituting a “standard association fee increase” (yearly). No action was taken on this issue.
- The development and implementation of a “Disaster Preparedness Plan” for the Grove. J. Nguyen will look into steps taken by other condominium developments on this subject, and share the information with the Board.
- Lastly, Mr. Honnold informed the Board that a patch repair is needed on a wall in the exercise room. J. Nguyen will arrange for this repair.

Due to a high number of complaints from homeowners, the Board briefly discussed the issue of **dog regulations** at the Grove and enforcement of these regulations. It was agreed that an item be placed in the Grove Newsletter informing the residents that the Board will be actively enforcing the dog ownership regulations as written in the CC&Rs.

A second item to appear in the next newsletter will be on the subject of the practice of **leaving** large pieces of **furniture in the dumpster area**, and the considerable expense involved in having these items disposed of.

G Honnold also recommended the spraying of ammonia to areas where frequently visited by skunks. It will be in the newsletter.

(At this time, the Board adjourned to **Executive Session**)

The June meeting was **adjourned** at 8:29.

The next Board meeting is scheduled for **Thursday, July 8, 2004 at 6:00 pm.**

Eucalyptus Grove Homeowners Board of Directors Meeting

July 8, 2004

Minutes

(Subject to Board of Director's approval)

Board Secretary, Cathy Leyva, called the meeting to order at 6:00 pm.

Also in attendance were:

Greg Honnold (Board VP),

James Nguyen (Bartlein and Co.),

Bill Bold (Scribe)

(Dan Baxter, Board President, absent)

Through written correspondence, the owner of unit 318 questioned the wisdom of **painting** over damaged siding or other exterior wood components. The board looked at the areas unit 318 was concerned about and decided it would be more beneficial to continue with the original plan to paint. The decision did not come easily, if the association had an endless amount of money this wouldn't be an issue, unfortunately the funds are limited and not everything that needs fixing can be fixed and painted at this time.

The June **meeting minutes** were reviewed and **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$44,310.00
Total expenditures	29,179.14
Transfer to Reserve	15,130.86
Total assets	\$537,384.82

The Board **approved** the July Treasurer's Report as presented.

The **Committee status review** touched on the following issues:

Landscaping -- Progressive Landscaping removed dead plants from bldg. 7602;

G. Honnold provided a list of units, which had plants on railings, walls, etc., an item on this issue, asking owners to refrain from placing plants on the building structure will appear in the next monthly newsletter.

Parking -- G. Honnold is scheduled to meet with a representative for Sealrite paving Company to discuss configuring motorcycle parking spaces; a Towing Policy document will be circulated by email to the Board by G. Honnold.

Streambank restoration -- The Board is requesting a bid on this project from Progressive Landscaping; J. Nguyen met with a representative from Arcadia Studio & Landscape, discussing the project; the Board asked the

rep to attend the next Board meeting (Aug. 12) to further discuss the project.

Old Business

J. Nguyen informed the Board the **siding repair** at unit 358 (bldg. 7636) by Seaview Construction start date has been rescheduled to July 12, 2004, to accommodate the owner of the unit.

The issue of the **updated management agreement** with Bartlein & Co., Inc. was tabled until next Board meeting.

The Board requested Ramstrum Construction **prioritize** the following **repair sites**, in regard to any safety concerns:

- Unit 337 private deck,
- Unit 232 siding – creekside,
- Unit 309 wall below cap,
- Unit 236 balcony holding water, and
- Unit 306 entry/private deck railing.

J. Nguyen reported to the Board that the **fumigation** of building 7610 is scheduled for Sept 28 – 30. G. Honnold offered to obtain a translated (Chinese) copy of the fumigation notice for the owner of unit 107.

J. Nguyen reported to the Board that Seaview Construction is nearing completion of the pre-painting patching. Seaview reported finding several **stair stringers** in need of repair/replacement. The Board asked JN to request a priority assessment (safety related) from Seaview on these repairs.

J. Nguyen reported to the Board that the **exterior painting project** would start with building 7640 in early August, preceded by flyers being sent to all residents containing pertinent information about the painting project.

On the subject of the Bylaw amendment to establish a **five member** Board of Directors, Bartlein has now received 108 “Yes” votes, thereby **carrying the amendment**.

The Board discussed a letter from Allen & Kimbell, LLP, written by Jennifer Tice on the legal aspects of the “**Residency Bylaw**” at the Grove. G. Honnold informed the Board that he was still researching the issue and options thereof.

The Board briefly discussed the **status** of unit 107 and its upkeep. In the notice mentioned earlier regarding fumigation of building 7610, G. Honnold will attempt to add a request for information on contacting the daughter of the current resident of unit 107.

J. Nguyen reported to the Board that the **pedestrian gate** entry code would be changed on July 19, 2004.

J. Nguyen reported to the Board that the new **pool furniture** is now in place at the pool.

G. Honnold reported to the Board that a small alteration to the trash dumpster area would be required to accommodate **additional recycling bins**. Mr. Honnold will meet with “Joey” from Seaview Construction to discuss the particulars.

G. Honnold informed the Board he would write a letter to the owner of a **motorcycle** in regards to parking as discussed in the May and June meetings.

New Business

The accounting firm of Purdy & Co., CPA will conduct the audit of the Groves finances at year’s end, at a cost of \$1,100.00.

The Board discussed a bid from Progressive Landscaping and the status of the **eucalyptus trees**’ health. The bid for tree trimming at building 7628 is \$2,885.00. The Board directed J. Nguyen to request a bid from Progressive to remove rather than trim the noted trees.

The Board approved the **repair** to the **roof** at building 7638, unit 365, at \$3,834.00 by H & H Roofing.

The Board approved the replacement of the **Jacuzzi skimmer** at a cost of \$1,200.00 by American Leak Detection.

The Board approved the replacement of the **sauna floor** as discussed in the June Board meeting.

G. Honnold will check if further repairs are required for the **exercise room walls**.

(At this time, the Board adjourned to **Executive Session**)

The April meeting was **adjourned** at 7:50.

The next Board meeting is scheduled for **Thursday, August 12, 2004 at 6:30 pm**.

**Eucalyptus Grove Homeowners
Board of Directors Meeting
August 12, 2004
Minutes
(Subject to Board of Director's approval)**

Board President, Dan Baxter, called the meeting to order at 6:30 pm.

Also in attendance were:

Greg Honnold (Board VP),
Cathy Leyva (Board Secretary),
(All Board members present),
Mr. Jackson (unit 115),
Ms. Fahrbach (unit 233),
Mr.& Mrs. Janigian (unit 306),
Brian Brodersen (Arcadia Studio Landscape Design),
James Nguyen (Bartlein and Co.),
Bill Bold (Scribe)

Brian Brodersen, representing Arcadia Studio Landscaping Design, made a presentation to the Board for the **Creekbed restoration**. Mr. Janigian (unit 306) volunteered to chair the project. The Board unanimously approved commencement of "Phase 1" of the project.

Ms. Fahrbach (unit 233) discussed with the Board her experience in a recent **gas line replacement** at her unit. The Board agreed that homeowners need to monitor the condition of the gas supply line for their unit, and a reminder will be put in the newsletter to this effect.

Mr. Jackson (unit 115) discussed **landscaping maintenance** with the Board. D. Baxter and C. Leyva will subsequently meet with Arturo Gonzales from Progressive Landscaping to discuss the current level of upkeep performed by his crew at the Grove.

Mr.& Mrs. Janigian requested the Board approve the installation of a SunSetter motorized retractable awning on the private balcony of their unit. The awning would be installed and maintained at the homeowner's expense, and of a color to match the paint scheme of the building. The Janigians will obtain a "Release of Liability" for the awning, and this will be recorded with the County Recorder. The Board approved this exterior addition.

The July **meeting minutes** were reviewed and **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$43,888.05
Total expenditures	30,712.80
Transfer to Reserve	13,175.25
Total assets	\$561,447.13

The Board **approved** the August Treasurer's Report as presented.

The **Committee status review** touched on the following issues:

Parking -- G. Honnold presented a draft of **parking guidelines** which the Board reviewed. The Board approved the installation/reconfiguration of previously proposed **motorcycle-only parking spaces**:

Phase I, at the west end of bldg. 7630;

Phase II, at the north end of bldg. 7628;

Phase III, between bldgs. 7602 and 7606.

Neighborhood Watch – R. Gross has resigned as coordinator for the Neighborhood Watch Program at the Grove.

Old Business

The Board will review and discuss the **revised Management Agreement** at the September Board meeting. G. Honnold suggested many changes to the agreement.

The Board approved payment for the **roof repair work** completed at bldg. 7638, above unit 365.

D. Baxter updated the Board on the status of the Application for Reimbursement on the **siding class action lawsuit**. D. Baxter is complying with all requests for documentation; at this time all requested documents have been sent that have been requested. An assistant with paralegal skills may need to be hired to assist with the application process.

D. Baxter updated the Board on the **website** status and general suggestions for future uses thereof. At this time, he will post maintenance projects soon to be started and the estimated time of start and completion.

A release was signed for the **fumigation** (Lenz Pest Control) of bldg. 7610, scheduled for Sept. 28-30. Following a brief letter translated into Chinese, J. Nguyen reported positive progress on communicating with the resident of unit 107 in regards to the upcoming fumigation.

Johnny's Sheet metal is nearing completion of the **gutter repairs**, as reported by J. Nguyen.

As noted in the August Board meeting, Seaview Construction has now submitted a list of exterior stair stringers, which need repair or replacement. The Board discussed a number of complaints with the methods used by Seaview to complete this survey.

J. Nguyen reported that Fuentes Painting will commence power-spray washing the exterior of the buildings the week of Aug. 16-20, in preparation for the **exterior painting**. Fuentes has asked permission to temporarily place a storage container and chemical toilet in the Phase III (unassigned) parking area. The Board approved this request.

G. Honnold updated the Board on a number of issues:

Recycling – details of construction changes to the dumpster enclosures continue to be refined. An item in the next newsletter will ask homeowner's views on this modification.

Abandoned Bicycles – a final 11 derelict bicycles will be hauled away and disposed of. The Board discussed ways to rid the Bicycle Parking Area of abandoned bicycles.

Exercise Room -- there appears to be a number of anonymously donated equipment in the Exercise Room. These items were not approved for use in the Exercise Room by the Board and the Homeowners will be asked to remove such items. The Board briefly discussed future equipment purchases.

Roofing -- Mr. Honnold recommended the Board specify "A" rated roof material, of the laminated fiberglass type, for future roof repairs. The Board requested J. Nguyen seek bids for re-roofing as well as re-shingling the Grove buildings.

The Board briefly discussed removing (\$7,500.00, plus \$1,500.00 for stump grinding), as opposed to trimming (\$2,885.00) the seven diseased **eucalyptus trees** near building 7628. This issue will be discussed with A. Gonzales in the upcoming meeting with D. Baxter and C. Leyva, noted earlier in the meeting. Action tabled until the September meeting.

New Business

The Board briefly discussed the prospect of installing a **new sign** at the front gate, stating the Property Manager must be notified prior to the commencement of any work on the Grove property. This item tabled until the next Board meeting.

The suggestion to **install timer-switches** for the lights and fans in the Pool lavatories was discussed and the Board directed J. Nguyen to seek information on this installation from a local electrician.

J. Nguyen reported that a recently discovered leak in the **Jacuzzi** skimmer has now been fixed, ending the water loss problem.

The Board approved the signing of a “contract” with **Thomas Towing**, authorizing their continued service, as required, at the Grove.

As requested by G. Honnold, J. Nguyen provided copies of **Certificates of Insurance** from the various contractors currently working on projects at the Grove.

The Board briefly discussed the current condition of the **mailboxes** at the Grove.

The issue of adding two new members to the Board as stipulated by the recently approved **Amendment to the Bylaws**, requiring five Board Members, was briefly discussed; an article on this issue will appear in the next newsletter.

(At this time, the Board adjourned to **Executive Session**)

The August meeting was **adjourned** at 9:41.

The next Board meeting is scheduled for **Tuesday, September 7, 2004 at 6:30 pm.**

Eucalyptus Grove Homeowners Board of Directors Meeting

September 7, 2004

Minutes

(Subject to Board of Director's approval)

Board President, Dan Baxter, called the meeting to order at 6:32 pm.

Also in attendance were:

Cathy Leyva (Board Secretary),
(Greg Honnold absent),
Ms. Gadsby (unit 213),
Ms. Fahrbach (unit 233),
Mr. Galindo (unit 237),
Mr Barry (unit 347),
James Nguyen (Bartlein and Co.),
Bill Bold (Scribe)

Mr. Barry (unit 347) discussed an incident previously reported to the Board, resulting in an injury sustained while using the equipment in the **Exercise Room**. He had made a written request to the Board for reimbursement for his First Aid attention, and the Board refused, on the grounds that the equipment is available for residents use "at their own risk". Mr Barry discussed in more detail the circumstances leading up to his injury and again the Board reiterated the "use at your own risk policy", which Mr. Barry claimed was initially unclear to him. The Board agreed to reimburse Mr. Barry with the understanding that the "use at your own risk policy" is enforced throughout the complex. Since this incident a sign has been posted to clearly indicate to owners the "use at your own risk policy", which not only applies to the pool but also the weight room.

Ms. Fahrbach (unit 233) asked for references from the Board for local contractors who could replace the **gas supply line(s)** to her building (7628). J. Nguyen named a few contractors who have previously done work at the Grove. The names were provided without recommendation, and were for information only. C. Leyva volunteered to be available to help (as a neighbor, not a representative of the Board,) on this issue.

Mr. Galindo (unit 237) asked the Board to again consider the placement of a **satellite dish** on his upstairs neighbor's balcony for Mr. Galindo's use. The Board approved the placement of a "free standing" (not attached to the building structure) dish in this situation. The Board will draw up a standard liability form to be for this and all subsequent dish installations.

Ms. Gadsby (unit 213) discussed with the Board the recent **tree removals** at the Grove. The Board explained that any tree removal was a last resort measure when a tree is dead and / or poses a safety hazard to person or property at the Grove.

The August **meeting minutes** were reviewed and **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$44,176.95
Total expenditures	36,181.00
Total assets	\$576,296.24

The Board **approved** the Sept. Treasurer's Report as presented.

A letter to Citibank was signed by the Board confirming the Grove savings account was still active.

The **Committee status review** touched on the following issues:

Landscaping – Ms. Gadsby (unit 213) volunteered to chair the Landscaping Committee. Working with C. Leyva, she will coordinate landscaping maintenance and projects with Arturo Gonzales, of Progressive Landscaping. Recently trees, which were dead or diseased, were removed at buildings 7628 and 7640, along with a tree stump at building 7632. A. Gonzales notified J. Nguyen that a standard work crew is now assigned to and scheduled for the Grove.

Parking – The Grove Parking Guidelines now appear on the Grove Website, as reported by D. Baxter.

Streambank restoration – the Grove is awaiting the results of the Phase I assessment. Progressive Landscaping and Arcadia Studio Landscape Design were scheduled to confer the Dept. of Fish and Game concerning this project. J. Nguyen will check with Progressive Landscaping on status.

Old Business

The Board presented a few suggested changes for the **Updated Management Agreement** to J. Nguyen who will relay this information to B. Bartlien. J. Nguyen will follow up on this with the Board.

J. Nguyen reported the **exterior painting project** was on schedule, and in progress in Phase II of the Grove. C. Leyva reported an area of over spray on exterior doors for unit 372. Ms. Leyva also asked J. Nguyen if it would be possible for Fuentes Painting to notify homeowners when Painting had been completed on their building, allowing exterior items to be returned to their normal locations, etc. J. Nguyen will pass the question to Fuentes Painting.

J. Nguyen reported the **fumigation** (tenting) of building 7610 is on schedule for Sept. 28 – 30. The Board authorized Lenz Pest Control to employ a locksmith to gain entry to any unit where keys were not left with Lenz prior to the fumigation. This is necessary to assure all persons and animals are clear of the building before fumigation.

Seaview Construction recently reported finding several **stair stringers** in need of repair/replacement. The Board asked J. Nguyen to contact Ramstrum construction to repair the stairs leading to unit 347 (bldg. 7632). Seaview will be asked to participate in the stair repair project when their schedule permits.

The **gutter replacement project**, contracted to Johnny's Sheet Metal, is nearing completion and the Board authorized J. Nguyen to make payments of \$8,651.00 and \$7,935.50 to Johnny's.

On the subject of vehicles extending from their assigned parking spaces in Phase II, the Board agreed that the opening of the **Motorcycle Only parking spaces** would ease or eliminate this problem.

The Board discussed the possibility of **installing timer swithes** (approx. \$220) or motion sensing switches (\$300) in the pool bathrooms and rejected the idea citing cost does not justify benefit in this case.

The installation of a **sign** at the gate stating the Property Manager must be **notified before any exterior work starts** was tabled.

New Business

J. Nguyen reported to the Board that Homeowner R. Knox observed what appeared to be swarming **termites** at building 7636. the Board agreed to consider building 7636 for the next fumigation (tenting) project.

J. Nguyen reported to the Board that he received an estimate, as requested, for **roof** restoration: *with* removal ("tear off") of old shingles, the cost is \$200,000;
without "tear off", \$155,000.

The Board will take this into consideration when the re-roofing project commences.

(At this time, the Board adjourned to **Executive Session**)

The Sept. meeting was **adjourned** at 7:50.

The next Board meeting is scheduled for **Thursday, October 14, 2004 at 6:00 pm.**

Eucalyptus Grove Homeowners Board of Directors Meeting

October 14, 2004

Minutes

(Subject to Board of Director's approval)

Board President, Dan Baxter, called the meeting to order at 6:02 pm.

Also in attendance were:

Cathy Leyva (Board Secretary),
Greg Honnold (Vice President),
Ms. Jervis (unit 215),
Eddy Harris (Santa Barbara Urban Creeks Council),
James Nguyen (Bartlein and Co.),
Bill Bold (Scribe)

Mr. Harris, representing the Santa Barbara Urban Creeks Council discussed, in general, the Grove's **creek bed restoration project**. Mr. Harris noted ways in which he could be of help to the project. The Board thanked Mr. Harris for his offer of help and indicated that he would be consulted on the project, as required.

Ms. Jervis (unit 215) discussed the **dry rot repair** to the balcony of her unit. The Board agreed to have an updated assessment of the damage and proceed with scheduling the repair as appropriate.

In a letter to the Board, Mr. Griffin (unit 207) asked the Association's permission to install a lattice screen, enclosing the "Garden Level" patio of his unit. Also noted by Mr. Griffin were several maintenance items, which he shared with the Board. The Board approved the screen installation, requiring its construction conform to the approved design on file with the Homeowner's Association, and noting the homeowner is responsible for the upkeep of the screen. The Board agreed to look into the maintenance items reported by Mr. Griffin, and taking action as required.

The September **meeting minutes** were reviewed and **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$42,284.96
Total expenditures	88,711.69
Transfer from Reserve	84,305.36
Total assets	\$531,265.57

The Board **approved** the Sept. Treasurer's Report as presented.

J. Nguyen received Board approval to renew the entire savings balance of the Los Padres National Bank account on October 25, the current maturity date.

G. Honnold requested the maturity date and current interest rate be indicated on the monthly balance sheet for the Grove savings accounts. J. Nguyen agreed to make this addition.

The **Landscape Committee** report recommended tree trimming at buildings 7620 and 7636 at a cost of \$875.00. The Board approved this item.

Old Business

J. Nguyen noted the updated **Management Agreement** was approved and signed by the Board in "late September".

J. Nguyen reported on the status of the **exterior painting project**, on schedule, and in progress in Phase I of the Grove. The Board asked J. Nguyen to phone Ms. Cunningham (unit 254) requesting a collection of items (in the lower patio area) be moved away from the building, to allow the painters access to the building's exterior. Also at issue is a lattice screen in this same area, the installation of which was not approved by the Board. The Board approved sending a letter to Ms. Cunningham regarding these issues should a phone call not yield the desired results.

J. Nguyen noted he would call GPM contractors, concerning the installation of the **motorcycle-only parking** spot in Phase II being mislocated. On a related issue, Mr. Nguyen asked for and received the Board's approval to acknowledge majority approval on all instances of vehicle towing (resulting from parking violations) at the Grove.

On the issue of the application for restitution for exterior siding, D. Baxter reported two inspectors visiting the development with no resultant response. An appointment has been made by Mr. Baxter to speak to a representative from the settlement agency on Oct. 19, 2004. A package documenting prior repairs to the siding will be submitted to the agency and Mr. Baxter asked J. Nguyen to request dry rot repair contractors to save samples of (removed) deteriorated siding to be held for the record.

Mr. Nguyen shared with the Board a letter sent by Brian Brodersen (Arcadia Studio – **creek bed restoration project**), indicating the Biologist with whom he is working found no issues of "sensitive habitat" in the area of the restoration. While progress in the permitting process is moving at a slow rate, he sees no major obstacle to receiving the required permit to commence work.

The issue of handrail **repairs** for building 7638, will be dealt with at a meeting with Seaview Construction (scheduled for noon, 11/11/04), at which the options for repairs will be discussed. The Board issued approval for Seaview Construction to proceed with opening and repairing four **dry rot** sites and asking for a survey and recommendations on further repairs at building 7638. Additionally, the Board directed J. Nguyen to ask Ramstrum Construction to proceed with the dry rot repairs at unit 310 (bldg. 7610 – deck area), and 315/215 (bldg. 7610 – balcony/deck area). At building 7638, unit 365, a common area deck will be repaired by Seaview Construction.

The Board approved **payment for recent work** to the following contractors:

Lenz Pest Control (\$7,200.00),
Fuentes Painting (\$18,000.00), and
Seaview Construction (\$3,455.17).

The Board briefly discussed, the subject of **residents** who **rent** homes at the Grove.

New Business

The Board discussed and carefully reviewed the proposed **2005 Grove Budget**. After studying each line item and noting a required increase in monthly Association fees (to \$270.00), the Board approved the 2005 budget.

The timing of the **Grove Newsletter** publication and monthly Board **meeting minutes** was briefly discussed. The monthly meeting minutes are targeted for release approximately two weeks following the meeting. The newsletter will now be reviewed and approved each month by Board member, Cathy Leyva, prior to posting on the Grove website.

Mark's Fitness submitted a proposal for refurbished Exercise Room equipment. The Board discussed this proposal and granted their approval.

The time and date for the **2005 Annual Grove Homeowner's Association Meeting** was set for Thursday, January 13, 2005 at 6 pm. Location for the event is being researched.

G. Honnold raised issues on the work done by the contracted cleaning company at the Grove, asking for renewed diligence on their part. Additionally, Greg noted a toilet (plumbing) problem at the Exercise Room. J. Nguyen will follow-up on these issues.

(At this time, the Board adjourned to **Executive Session**)

The October meeting was **adjourned** at 8:45.

The next Board meeting is scheduled for **Thursday, November 11, 2004 at 6:00 pm.**

Eucalyptus Grove Homeowners Board of Directors Meeting November 11, 2004 Minutes

(Subject to Board of Director's approval)

Board President, Dan Baxter, called the meeting to order at 6:02 pm.

Also in attendance were:

Cathy Leyva (Board Secretary),
Greg Honnold (Vice President),
Mr. Derek (unit 241),
Ms. Lutton (unit 318),
Mr. & Mrs. Zuk (unit 219),
Arturo Gonzales (Progressive Landscaping),
James Nguyen (Bartlein and Company, Inc.),
Bill Bold (Scribe)

Mr. Lutton (unit 318) discussed the **dry rot repair** to the balcony of his unit. The Board agreed to have an updated assessment of the damage and proceed with scheduling the repair as appropriate.

Arturo Gonzales (Progressive Landscaping) discussed general **landscape maintenance** with the Board including several homeowner issues concerning landscaping, replanting as well as the subject of "**leaf blowers**" and the appropriate schedule for their use – noise being the issue here. Cathy Leyva has been a great help in coordinating Landscaping work with Progressive and the Association, and Mr. Gonzales recommended she continue this important role. The Board requested Progressive arrange to have a container available in the Phase III parking area for Christmas tree recycling immediately following Christmas. Mr. Gonzales agreed to provide this service.

Mr. Derek (unit 241) discussed an issue concerning **parking** with the Board. He was going to be out of town and he did not want the Board to tow his vehicle. Board asked him to put a note in the car stating which unit it belongs to. No Board action was required on this item.

In a letter to the Board, Mr. Rauch (unit 351) asked the Board to investigate solutions to **over-filling** of the garbage **dumpsters**. The Board agreed this is an issue that requires attention and will put an article in the monthly newsletter asking residents to not contribute to this problem. The issue will be tabled until the December meeting, at which time a representative from BFI will be in attendance.

The Board received a letter from Ms. Mautone (unit 103) asking for waiving of the **plumber's fee** resulting from a leak observed emanating from the area of her unit. She felt that she did not authorize the work and nothing was done. The Association sent a plumber to determine the source of the leak in an effort to avoid possible water damage. It was determined the leak originated in Ms. Mautone's unit. The plumber notified her of the leak and she had it repaired. The Board voted against waiving the trip charge by the plumber.

In response to a **complaint** from Ms. Jasso (unit 328) concerning late night noise and parties at the **pool**, the Board approved the installation of a sign at the pool entrance stating pool hours (Sun. –

Thurs.: 7am to 10pm; Fri. & Sat.: 7am to 11pm), restriction of resident's use only, and limitation of two guests per homeowner.

J. Nguyen relayed the issue of inability of residents to activate the **gate entry system** with cell phones, as reported by Mr. Knox (unit 357). At this time, there is no solution to this incompatibility of hardware. The Board repeated the requirement of homeowners to maintain a "land line" phone system to activate the entry gate from their home.

The October **meeting minutes** were reviewed and **approved** as presented.

The **Treasurer's Report** included the following totals:

Total income	\$43,950.00
Total expenditures	67,398.16
Total assets	\$508,437.95

The Board **approved** the Oct. Treasurer's Report as presented.

J. Nguyen received Board approval to withdraw \$50,000.00 from the Community West Bank savings account to be applied to maintenance projects for which the Association will soon be billed.

The Board discussed making a presentation, including an explanation of the budget at the upcoming Annual Meeting. The Board approved this presentation.

In Committee Reports, the **Streambank project** is awaiting approval by the City of Goleta. D. Baxter asked J. Nguyen to contact the contractor, Arcadia Studio, for a cost estimate for the complete project, at this time.

D. Baxter reported on an article placed on the **Grove website**, concerning the prospect of establishing an "owners only" restriction on residency at the Grove. G. Honnold requested a visible note be added to the website reminding readers the **CC&Rs** and **Bylaws** are available for viewing on the website.

Old Business

The Board briefly discussed the status of the **Exterior Painting project**; the Bicycle parking area is soon to be painted and notification will be posted asking all bicycles be removed for this maintenance.

Joes from Seaview Construction met with the Board to discuss the scope and status of **dry rot repairs** he is performing at the Grove. The Board agreed to have Joey work on one building at time rather than jumping around (unless it's an emergency). All repairs are on schedule and approved by the Board at this time.

The Board discussed the three new "Motorcycle Parking Only" spots with a request to J. Nguyen to provide signs for each spot stating "Motorcycle Parking Only".

D. Baxter reported on the subject of the Application for Reimbursement for **defective siding**, noting the settlement inspectors have visited the Grove and progress is being made, although at a very slow rate.

C. Leyva offered feedback on the issue of **gas line replacement** at building 7628 and the prospect

of sending a letter drafted by D. Baxter to all owners underscoring the responsibility and liability of homeowners on plumbing issues and the wisdom of securing individual homeowners insurance.

Ms. Leyva also proposed a casual "Door to Door" walk-around by the Board, to take place on Nov. 13 and 14, as a means of acquainting residents with the Board and allowing residents to share their views with the representatives from the Board.

The Board agreed to have the Grove **Annual Meeting** at the South Coast Inn in Goleta, on January 13, 2005, at 6PM. J. Nguyen will make the arrangements.

G. Honnold recommended restoring an unused **Handicapped parking space** to (all user) 24 hr. space – by 7606. The spot had been previously designated for handicapped use at the request of a homeowner but at this time it is no longer needed required. Currently, an additional handicapped parking space is located nearby. The Board approved restoring the parking spot to all user / 24hr. designation.

New Business

J. Nguyen reported a homeowner contacted him concerning a **hole** in the **balcony deck** (H. Lange, unit 348). J. Nguyen assigned Seaview to temporarily repair the hole until Seaview can permanently take care of it.

The Board briefly discussed ongoing **dry rot repairs** and approved the scheduling of the repair to the siding at unit 318, balcony area, as requested earlier in the meeting by homeowner, Mr. Lutton.

Annual roof inspection / repair is due, as reported by J. Nguyen. D. Baxter asked Mr. Nguyen to seek a second bid on the survey to compare to Home Roof's bid of \$8,100.00.

G. Honnold brought to the floor the subject of **real estate sign** posting and their current proliferation at the Grove. G. Honnold asked the limitations in the CC&Rs be enforced. The Board agreed with this assessment and stricter enforcement will ensue.

Mr. Honnold also reported several units where **plants** were placed on top of the half-walls enclosing front patios, which is currently not allowed. Units where this practice is taking place will receive letters asking them to rectify this situation.

C. Leyva noted two items: **Storing items in carport** by owner #358, and deterioration of **bi-fold doors** on the utility closets. James will contact the homeowner to refrain from using her carport for storage and J. Nguyen will contact a Sea View Construction to repair the bi-fold doors.

(At this time, the Board adjourned to **Executive Session**)

The October meeting was **adjourned** at 8:12.

The next Board meeting is scheduled for **Thursday, December 9, 2004 at 11:00 am.**

Eucalyptus Grove Homeowners Board of Directors Meeting December 9, 2004

Minutes

(Subject to Board of Director's approval)

Board President, Dan Baxter, called the meeting to order at 11:05AM.

Also in attendance were:

Cathy Leyva (Board Secretary),
Greg Honnold (Vice President),
Randy Fahrbach (unit 233)
Thor Schmidt of BFI
James Nguyen (Bartlein and Company, Inc.),

Randy discussed with the Board about replacement of individual owner's gas line. Board is willing to help organizing up to a certain point as long as Association does not assume responsibility of gas lines. James recited cc 1364(a) about owner's responsibility.

Thor discussed with Board about recycling situation. Currently, there's not enough room in the trash enclosures for 2 bins – 1 for trash and 1 for recycling. Carts can only be picked once a week while with recycling bins or dumpsters can be picked multiple times during the week. Greg will check out the possibility of enlarging the concrete pad in the enclosures. Painter no longer needs to paint trash enclosures at this point since work will be done with them.

The November meeting minutes were reviewed and approved as presented.

The **Treasurer's Report** was given (attached to the agenda) and unanimously approved.

Cathy gave the Landscape Committee report. She had walked with Arturo of Progressive. They noted many items left in the common area. James to put in the Newsletters that items left in the common areas will be removed without further warnings. James to ask SeaView not to leave construction debris and materials on the vegetation for long periods. Utility doors continue to malfunction.

D. Baxter reported that the Grove website, continues to be updated.

Old Business

Blake Fuentes is progressing along with the Exterior Painting project. Bldgs 7626 & 7624 will be power sprayed next week if all goes accordingly.

Dan is working on the siding settlement. There's a slight chance that the current siding may not be the type that is part of the class action suit settlement. No reports available from the inspection of the 2 bldgs done by the siding people. May eventually need to get an attorney to review our file in the near future. Dan has spoken with the original architect who drew up the plans. He'll try to provide us with some information.

Greg & Dan met with Brian Brodersen, Landscape Architect, at the City about the creek erosion project. Association must cut check for \$4,020 for City for plans check. Another \$1,500 may be needed later. There was a document found that the Developer agreed with County Flood Control that

Association may be responsible for flood work.

The Board will canvas the complex and invite owners to attend the Annual Meeting at the South Coast Inn in Goleta, on January 13, 2005, at 6PM.

Board unanimously agreed to have H & H Roofing to do miscellaneous maintenance work on the roofs for \$3,500.

The pool rules were reviewed and agreed upon. A new sign will be made to be install at the pool gate. Cathy to review wording and layout.

Vehicles that are illegally parked are being towed.

New Business

Board reviewed the letter to Realtors about posting their secret code at the front gate. Minor revision to be made and Board approved letter to be sent to Realtors Offices.

James to order orange facilities passes for 2005.

An owner at #228 had his tires slashed recently.

Greg will have shelves installed in the Storage Room (inside the Meeting Room).

(At this time, the Board adjourned to Executive Session)

The December meeting was adjourned at around 12:45PM.

The next meeting is the Annual Meeting, scheduled for Thursday, January 13, 2005 at 6PM.