

**EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION  
MINUTES OF BOARD OF DIRECTORS MEETING  
THURSDAY, MAY 11, 2023 (6PM)  
Via Zoom  
(Subject to Board's Approval)**

**Board Members Present:** Colin Smith, Tamara Simmons, Christine Hall & Owen Roth.

**Absent:** Joe Mora

**Homeowners Present:** Karen Mullin, Vicky Hanes, Bill Rauch, Craig Nicholson, Teresa Stiff & Jim Dewey

**Management Present:** James Nguyen & Javier Magana, Scribe.

**1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM (6:03PM)**

**2. REQUEST BY OWNERS IN ATTENDANCE / VIA CORRESPONDENCE / PHONE – Open Forum (unless it's an emergency, it'll be put on next month's agenda); Bd to consider request & possibly vote...**

i. Karen Mullin (#259): Request for permission to install a front screen door. Colin moves to approve. Christine Hall seconds. Unanimously approved. Second hand smoke inside her unit is still an issue.

ii. Vicky Hanes (7632 #248): Building had foundation / flooring worked on and hoped floor was lifted to be even. Floor was stabilized by Beachside & Saber. Her kitchen floor has a crown and floor tiles have cracked.

iii. Craig Nicholson (7632 #247) – Floor appears to also be uneven. He also commends Enviroscaping for the work they did on removing the debris off of the carports. Also noted that he has an issue with a pool sign.

**3. APPROVAL OF PRIOR MEETING MINUTES (4/13/23 )**

Colin moves to approve. Tamara seconds. All in favor with Colin abstaining (not present at April Meeting)

Christine Hall moves to approve the executive meeting minutes. Tamara seconds. All in favor with Colin abstaining (not present at April meeting)

**4. TREASURER, OFFICERS & COMMITTEES (Bd to consider recommendations & possibly vote...)**

Operating Expenses are about 11+% below budget thru end of last month on cash basis

Res. Expenditures for last month: tree work & painting

Suggested Motion: Move 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.

Colin moves to approve the treasurer's report as read by James Nguyen. Tamara seconds. All in favor & unanimously approved.

- Landscape recommendations & proposals: James read report from Joe. Per Joe Mora, carport power washing is done & debris removed. Action Tree care is starting tree work on Monday, 5/15/23. Enviroscaping is catching up on some weeding. Jose Soto is leaving on vacation starting on 5/12/23 and may have 2 workers to replace him to fulfill the 40 weekly hours while he is gone.
- Lighting review: Optimize Electric installed an olive color spotlight near Bldg 7610 & use the wrong screws to secure the fixture, wrong color temperature that is too bright (see motion of demerit below). Invoice is withheld for now.

**Committees:**

Governing Documents Committee: to be discussed later in the meeting

Gym: leg extension attachment never delivered & Cali Fitness service on Cable Cross is still incomplete.

Sunshine-solar: tabled

Social: None

Website: Colin has been doing more updates to the Assoc website.

Vendor evaluation: Tamara moves to make motion of merit to Enviroscaping for cleaning the carport roofs. Colin seconds.

Unanimous. Colin makes a motion of demerit to Optimize Electric for installing an olive-colored spotlight by 7610 & light bulb in pagoda light is the wrong color temp (5000K) instead of 3000K. Owen seconds. All in favor & unanimously approved.

**5. OLD BUSINESS (Board to consider, review and possibly vote on...)**

- a. #259 cig smoke odor seepage; HVAC rerouting duct; request for front screen door (screen door approved under "request from homeowners in attendance above"); homeowner has been asked to notify the Board each time that she smells smoke coming from a neighbor's unit. Tamara makes a motion to have Colin approve a new exhaust fan in Karen's bathroom if the cost is below \$500; Owen seconds. All in favor & Unanimously approved.
- b. #127 HVAC split system – 18000BTU AC unit. After reviewing the mock up photos, Colin moves to approve. Owen seconds. All in favor with Tamara abstaining.

- c. Roof, dry rot repair & painting and approval and/or ratification of proposals & invoices (if any) – Tamara asks how much money has been spent on Hollister fence repairs. James will investigate & get back to the Board. The roofs & gutters have been cleaned up of leaves & other debris.
- d. Updating the gov docs; 2<sup>nd</sup> draft of bylaws & CC&Rs received back from attys; pipes & utility doors – Colin moves to schedule a governing documents committee meeting scheduled for 5/25/23 at 6:00PM. Tamara seconds. All in favor & unanimously approved.  
Colin moves to send gov doc packet to new committee members to bring them up to speed on all the information that has been discussed since discussion of updating the governing documents started in 2015 (and will also be posted on the Assoc website). Owen seconds. All in favor & Unanimously approved.
- e. 7632 foundation work re : #245, 247, 248 sloping floor; stabilized. – Vicky Hanes will get a price to replace her tile flooring in the kitchen. Some units may have already remodeled with floor dip taken into consideration. Lifting floor may cause damage to those units. Motion by Colin Smith to let Jim Dewey comment on subject of sloping floors. Tamara seconds. Per Jim Dewey, possible floating the floor.
- f. Repairs & bids: None DG paths: None; V-Ditch: None; Sidewalk: None; Roofs (if any) - None
- g. Pool facilities & sauna; other related issues; monitoring; trespassers; handicap seating – See item “j” below
- h. Signs: Address, pathways, directional, speed limit, no trespassing, pool area – Colin & Christine Hall to get together to discuss signs that may need updating. Sign posts of the new building signs need to be painted. Colin expressed dissatisfaction with the ways the signs were sandblasted. He will contact Freedom Signs.
- i. EV charging station – tabled.
- j. List from B. Rauch; pool alarm – Tamara moves to allow Bill Rauch to speak on subject of installing an alarm at the pool to deter trespassers. Colin seconds. Discussion on who to be the first people called when the alarm goes off. Chris Hall makes a motion to pause this project. Colin seconds. Motion tied 2-2. The Alarm will still be installed. Vendor still has not submitted all paperwork to be authorized.
- k. Inspection of elevated walkways & balconies – proposals – Quote from William Leys received. One more quote is expected. Tabled.
- l. Handicap space & motorcycle space by 7628 – striping to be completed over the area where the motorcycles park near Building 7628. Ramsey will strip at no charge if it's done with the seal coat project. Otherwise, it will cost \$775.
- m. Job – caretaker position started; tools needed. – James was given permission to hand Jim Dewey a master key so he can access the facilities. Colin moves to approve the purchase of the tools Jim Dewey needs to perform his maintenance duties for up to \$1,200. Tamara seconds. All in favor & unanimously approved. Jim Dewey will order the tools and will be reimbursed for the cost; he may potentially get the tools from a brick-and-mortar store such as Home Depot. Colin moves for Jim to work with Enviroscape to clean up the storage room next to the meeting room. Tamara seconds. All in favor & unanimously approved.
- n. Job – scribe – Tamara moves to approve Colin's revised scribe duties list. Colin seconds. All in favor & unanimously approved. James to advertise the position in the Assoc newsletter.
- o. Trees & Union Pacific Railroad – tabled

## 6. **NEW BUSINESS (Board to consider, review and possibly vote on...)**

- a. Consolidated upgrades to gates, gym & pool access control – Colin & Jim will get together with Consolidated. Proposal was missing the 2 pedestrian gates & the doors in pool area.
- b. Ratification of approval of #315 front door – Colin moves. Tamara seconds. All in favor & unanimously approved.
- c. Seal coat asphalt by Ramsey – Colin moves to table. Tamara seconds. All in favor & unanimously approved.
- d. Utility closet at 7620 #324 – Utility door re-installed by unit owner.  
Utility closet at 7628 #117 – Per James, the unit owner is having the drywall replaced in the utility closets next week.
- e. Fire safety / Air table / HOA debit or credit card - Tabled
- f. Other items to be put on next month's agenda – None

Summary of last month's executive session: fine, disciplinary action, contract.

## 7. **EXECUTIVE SESSION**

If needed: (Executive Session may only be used to discuss litigation, contracts with 3<sup>rd</sup> parties, member discipline, personnel, upon an owner's request to discuss payment of assessments, foreclosures, disability requests, legal advice, censure of a director, or mental illness of a member) hiring; levying fine; noise issue

- Late payers through end of last month (balances of \$500 or more):
- Internal Dispute Resolution / Levy fines / Bankruptcy / Foreclosure / Small Claims / Write off

## 8. **ADJOURNMENT (Scheduled meeting 6/8/23 @ 6PM via Zoom)**

5/12/23

The regular meeting adjourned to executive session at 8:41PM.

Submitted by Javier Magana, Scribe.