

Eucalyptus Grove Homeowners Annual Meeting (unofficial) January 9, 2003

Minutes

(Subject to Membership's Approval)

Board President, Merrill Lynn, called the meeting to order at 6:41 pm.

Board Members present:

Maria McCall-Brandts

Robherda Lange

Bill Tomlin

(Susan Silvia absent)

Also in attendance:

James Nguyen--Bartlein and Company, Inc..

Bill Bold

Roll Call

A total of 57 units were represented in person or by proxy. A quorum was not achieved, rendering this an "unofficial meeting". The members present unanimously voted to hold the meeting with an "Adjourned Meeting" to be held in 30 days to ratify any actions taken at this meeting.

Proof of Notice

All owners of record were sent Notice of Meeting on December 2, 2002.

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: \$434,331.47

Expenditures: 376,843.01

Transfer from Reserve: 60,403.42

Total Expenditures: 437,246.43

Savings Accounts Total: \$362,079.56

As of Jan. 1, 2003, the Association Reserve is 65% fully funded.

The Treasurer's Report was unanimously approved as presented.

Landscaping Manager, Merrill Lynn reported on the status of the tree replanting project, citing the body of work being completed at this time, while the condition of the remaining eucalyptus trees is being monitored.

Special Projects Coordinator, Maria McCall-Brandts gave a report on the status of filing applications for restitution relative to the class action suit involving the manufacturer of the siding originally used in the construction of the Grove buildings. A large volume of documentation has been forwarded to the restitution agency and additional inspections required for continued claims are being scheduled. The Association has joined for a class-action settlement.

Election of Board

The following members were nominated and unanimously elected to serve on the Board for another term:

Robherda Lange
Merril Lynn
Maria McCall-Brandts
Susan Silvia
Bill Tomlin

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 2002.

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:

- * **Insurance costs** for coverage at the Grove.
- * Suggestions on dealing with occasional **rodent** visitations.
- * Monthly Homeowner **fee** increases.
- * Suggestion to limit **savings deposits** to local institutions.
- * Possible methods to restrict future **rentals** at the Grove.
- * Request to increase the posting of signs detailing **rules** in the pool area.
- * Request to investigate acceptable **awning** installations on second story balconies.
- * Possible methods to improve conditions of **dumster area (#4)** to eliminate overfilling nuisance.

Adjournment

Noting the **Adjourned Meeting** to be held Feb. 6, 2003, at 6:30 pm in the Board Meeting Room at building 7610, the **2003 Annual Meeting** was adjourned at 8:10 pm.

EUCALYPTUS GROVE

OWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

MINUTES OF FEBRUARY 6, 2003 (6:30 PM)

(Subject to Board's Approval)

Board Members Present: Merrill Lynn, President; Bill Tomlin, At Lg; Maria McCall, Secretary; Susan Silvia, VP. Absent was Robherda Lange, Treasurer. Representing Management was James Nguyen of Bartlein & Company, Inc. Also present were Micael Kemp & Margaret Granger & Kathy Leyva of 7640 and Olivia Gandoli of 7628 #237.

CALL MEETING TO ORDER

Merrill called the Meeting to order at approximately 6:50 PM.

REQUEST FROM OWNERS

The residents of 7640 were concerned about the infestation of rodents. Lenz and Integrated Pest Control companies have surveyed and taken steps to minimize rodent's intrusion. Ramstrum Construction has made the repairs to seal the building (they recommend replacement of the common utility doors – see under New Business). Board OK'd to set traps underneath the bldg. Merrill will check the landscape around the building to trim back as needed.

Ms. Galindo had several questions about rules & regulations. She was unfamiliar with the CC&R's, By-Laws, and Resident Guidelines. Board encouraged her to get insurance for the interior of her unit.

APPROVAL OF MINUTES

The minutes of the November Meeting were unanimously approved. (Bill / Susan).

Ratification of actions taken at the December Meeting - quorum not achieved. (Bill / Maria).

OFFICERS' & COMMITTEES' REPORTS

James gave the Treasurer's Report, which was attached to the agenda: unanimously approved (Maria / Bill). James was instructed to close out acct at Palomar and open new acct at Los Padres Bank (Bill / Maria).

Newsletter item – to keep balconies and patios in a neat and orderly fashion.

Bill reported that he put up the New Suggestion Boxes.

OLD BUSINESS

Beachside completed the siding project at 7634 #251 & #351. Board will wait to see invoice before issuing work order for another one. Most likely the next project will be a smaller one (i.e. 7638 #363) due to possible inclement weather.

Siding Action Settlement: Maria needs to provide more proof of ownership and a site map to the Administrator.

NEW BUSINESS

New heater installed at the Jacuzzi in December for about \$2,000..

Board OK'd to replace common utility doors at 7640 (Susan / Bill) for approx. \$1,400.

Fumigation for termites in May for Bldg. 7632 to complete Phase I.

Board will wait for owner to initiate amending the "Owners Only" restriction.

Board reviewed the newsletter from an atty regarding possible discriminatory language on pool sign. Maria will check and Board will have sign revised as needed.

Bill Bold to change Realtor's gate code since it was posted on the keypad recently.

Board approved for Management to sign tax returns.

Board approved for Progressive to install path by 7620 near #110 for roughly \$500 total.

No Other New Business.

Next Board Meeting is March 13, 2003, at 6:30 PM, at 7610 Meeting Room.

Meeting adjourned at about 8:45 PM.

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

March 13, 2003

Minutes

(Subject to Board of Director's approval)

The meeting was called to order by Board **President, Merril Lynn**, at 6:35 pm.

Attending the meeting were:

Susan Silvia

Bill Tomlin

(Board members Robherda Lange and Maria McCall-Brandts absent)

Catherine Leyva (unit 369)

James Nguyen (Bartlein and Co.)

Bill Bold (Scribe)

Homeowner, Ms. Leyva (unit 369), talked to the Board about possible pest noise heard in the kitchen area of her unit. The Board offered suggestions for curing the problem and took no further action.

The February meeting **Minutes** were reviewed and approved by the Board.

Landscaping Manager, M. Lynn, presented to the Board a proposal for enhancing the appearance and curtailing further erosion of the **creek area**, between buildings 7602 and 7620. Ms. Lynn has received an estimate for this work from Progressive Landscaping at \$17,345.00. No action was taken on this issue at this time.

A second issue discussed with the Board on landscaping was the **restoation** of the lanscaping in the area along the perimeter wall parelleling Hollister Avenue. An estimate for this work from Progressive Landscaping of \$5,138.75 was presented. The Board approved this restoration project.

The **Treasurer's Report** referred to routine expenditures with the following summary:

Total income	\$41,851.24
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Total expenditures	49,237.27
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Total assets	\$375,507.81
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Additionally, it was noted that the savings account with Palomar was closed and the funds transferred to a new account with Los Padres National Bank, to keep the savings accounts in local institutions as reccomended by a homeowner at the 2003 Annual Meeting.

The Treasurer's Report was approved as presented.

Old Business

The current summary of dryrot **repair** sites was reviewed by the Board, with approval for starting a new repair at unit 363 (bldg. 7638), to be undertaken by Ramstrum Construction.

The Board briefly reviewed the status of the application for Class Action Settlement **reimbursement**, as provided by Ms. McCall-Brandts, with no action needed to be taken on this matter currently.

J. Nguyen noted to the Board that building 7632 is scheduled for **fumigation** on May 14-16. Also noted was the Gas Company will undertake the extinguishing and relighting of water heater pilot lights at the request of the residents in building 7632.

The Board discussed the electrical meter area of building 7640 as being a possible location for rodent ingress. The suggestion to **post signs** stating "*Keep Doors Closed*" on the bi-fold doors for this area was approved by the Board, in an effort to discourage this nuisance.

The subject of **mailbox** condition and possible replacement was discussed by the Board. Conflicting information has been received through the local USPS office on who is responsible for maintaining or replacing these boxes. J. Nguyen offered to call the post office to resolve this question.

New Business

The Board briefly discussed the upcoming **exterior painting** project, scheduled for this year. A decision on whether Frazee or Dunne & Edwards paint will be used is under study.

Ms. Lynnn briefly discussed the details and history of **gas supply pipe replacement** at various units/buildings at the Grove. The discussion was informational only.

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

The meeting was **adjourned** at 7:54 pm.

The next meeting is scheduled for April 10, 2003 at 6:30 pm.

Eucalyptus Grove Homeowners Board of Directors Meeting

April 10, 2003

Minutes

(Subject to Board of Director's approval)

The meeting was called to order by Board **President, Merril Lynn**, at 6:55 pm.

In Attendance were:

Maria McCall-Brandts

Bill Tomlin

(Board members Robherda lange and Susan Silvia absent)

James Nguyen (Bartlein and Co.)

Bill Bold (Scribe)

Homeowner **Lyons** (unit 233) wrote to the Board seeking action to eliminate an ongoing problem with mice in building 7628. The Board discussed the steps already taken with the help of Lenz Pest Control and Integrated Control and will again check to see if there are any practical measures that can still be taken on this issue.

Homeowner **Welch** (unit 356) asked the Board to investigate acceptable options for installation of (permanent) retractable awnings for third floor patio decks. Bill Tomlin vounteered to gather information on this score.

The Board reviewed and approved the March Board meeting **minutes** as presented.

This month's **Treasurer's Report** contained routine expenditures with the following totals:

Total income \$44,029.07

Total expenditures 20,307.92

Transfer to Reserve 23,711.15

Total assets \$398,039.36

The Board approved the Treasurer's Report as presented.

The **Landscaping Report** noted the planting of Magnolia trees along Monarch Lane and the restoration of the irrigation system in the same area. Landscaping Mgr., M. Lynn also noted the repair of the landscaping in the area of the latest completed dryrot repair site. Lastly, a bid for a handrail along the newly constructed path near unit 110 (bldg. 7620) is being sought, to complete that project.

Old Business

At present, the bid from Progressive Landscaping for containing and beautifying the eroded segments of the **creek area** (between bldgs. 7620 and 7602) is \$17,345.00. The Board will seek a competitive bid on this project from Kitson Landscaping.

The Board briefly discussed the current dryrot **repair** activity, and with one repair underway (unit 363), no further action was taken at this time.

Ms. McCall-Brandts updated the Board on the status of the **application for reimbursement** relative to the siding class action suit, via email. The extensive collection of building permits, parcel numbers, etc., as required by the application, is continuing. The upcoming exterior repainting project will necessitate schedule coordination with any siding inspection.

The **fumigation** of building 7632 is on schedule for May 14-16. The Board agreed to proceed with the project on schedule with or without 100% owner's acknowledgement should the case arise.

The Board continues to review bids on the **exterior painting project** from three painting contractors: Culton Paint, Fuentes Painting and Advanced Painting.

The local Postmaster responded to requests for information concerning **mailbox replacement** with Association replacement one option, Bill Tomlin volunteered to investigate replacement mailbox module availability. The Board briefly discussed the challenges of coordinating a mailbox "changeover".

New Business

The Board briefly discussed the situation of a homeowner who uses only cell phone service and therefore cannot open the security gate from their home phone. No action was taken on this issue.

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

The meeting was **Adjourned** at 8:05.

The next meeting is scheduled for May 8, 2003 at 6:30 pm.

**Eucalyptus Grove Homeowners
Board of Directors Meeting
May 6, 2003
Minutes
(Subject to the Board of Directors approval)**

Vice President, Susan Silvia, called the meeting to order at 7:35.

In attendance were:

Maria McCall-Brandts
Bill Tomlin
(Board Member, Robherda Lange absent)
Merril Lynn (joined the meeting shortly after the start.)
Mr. Kmiec (unit 246)
James Nguyen (Bartlein and Co.)
Bill Bold (Scribe)

Mr. Kmiec (u. 246) discussed briefly with the Board, options for using the telephone **gate entry system**. Mr. Kmiec does not have a standard telephone service account, but relies on a cell phone account. No action was taken by the Board on this issue.

The **Minutes** for the April Board meeting were reviewed and approved unanimously by the Board.

The **Treasurer's Report** was briefly summarized by J. Nguyen and reflected routine spending, with the following month end totals:

Total income:	\$39,746.00
Total expenditures:	23,955.30
Transfer to Reserve:	16,158.70
Total assets:	\$417,034.81

The Treasurers report was approved as presented to the Board.

M. Lynn reported the trimming of **landscaping** at the periphery of building 7628, in reponse to requests from owners for help controlling pests at that building.

Old Business

Kitson Landscaping has requested engineering plans outlining the proposed creek / storm drain **restoration project** in order to present the most accurate bid possible. M. Lynn offered to look into securing any available information on the project to share with Kitson.

The Board reviewed the current status of dryrot **repair** projects. the repairs to unit 363, parking lot side, have been completed and Ramstrum Construction has been given Board approval to start the repair to unit 335. on the "creek side" balcony.

Documentation Coordinator, Maria McCall-Brandts reported the ongoing compilation of original building permits to fuel the process for the **siding** - request for compensation application.

J. Nguyen reported only three outstanding consent forms for the scheduled May 14 - 16 **fumigation** of building 7632.

The selection process for **painting bids** on the development exterior have been temporarily put on hold by the Board, in order to not complicate the required inspection process relating to the siding compensation application.

The refurbishment of the mailbox modules was discussed, this time with a focus on preping and repainting the existing modules. The local Post Office carriers have suggested adding a small awning--rain barrier--to the 'back' of the mailbox modules to better protect the mail, when delivered in inclement weather. No action taken.

New Business

J. Nguyen reported to the Board that the monthly service rate from Progressive Landscaping will increase 5% (to \$4366.00 per month.), effective 6.1.03. The Board accepted this increase.

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

The meeting was **adjourned** at 8:37.

The next scheduled meeting is June 5, 2003, at 7:30 pm.

**Eucalyptus Grove Homeowners
Board of Directors Meeting
June 5, 2003
Minutes
(Subject to Board of Directors Approval)**

Vice President, Susan Silvia, called the meeting to order at 7:40 pm.

In attendance were:

Bill Tomlin
Robherda Lange
Merril Lynn (joined the meeting shortly after the start)
James Nguyen (Bartlein and Co.)
Bill Bold (Scribe)
Ms. Cummings (owner, unit 108)
Ms. Medina (owner, unit 214)

A **discussion** ensued with the owners of units 108 and 214 concerning the rather irrational behavior of the primary resident of unit 107. Suggestions were made by the Board as to how best handle the situation by the homeowners. No action was taken by the Board.

The May Board of Directors Meeting **Minutes** were reviewed and approved by the Board.

The **Treasurer's Report** showed normal expenditures with the following month end totals:

Total income	\$43,702.90
Total expenditures:	25,867.41
Transfer to Reserve:	18,400.49
Total assets:	\$434,145.63

The Treasurer's Report was approved by the Board.

As the account at Goleta Nat'l Bank has grown to \$190,927.18, the Board approved transferring \$90,000.00 to a Money Market account at Santa Barbara Bank and Trust.

Old Business

Landscaping Coordinator, Merrill Lynn, reported the progress on obtaining a construction permit for the creek restoration project (between bldgs, 7620 and 7602). The only landscaping firm to respond to the Board's request for a bid is Progressive Landscaping, at \$17,345.00.

The Board reviewed the status of **siding repairs**. Work has just begun at 7628, unit 335.

The Board briefly discussed repair / repainting of the **mail box modules**. The Board agreed on the plan to start with the Phase 1 modules, as soon as the weather warms.

New Business

At the suggestion of a homeowner, the issue of **insurance coverage** in relation to building worth was discussed. The Board agreed to seek a quote on insurance coverage at \$140 - 150 per square foot. The coverage is now approximately \$124 per sq. ft. which could prove inadequate (for rebuilding) should the development suffer large scale damage to the buildings.

It was reported that the **water filter** for the jacuzzi will be replaced, ending complaints of low water temperatures.

The status of the rodent **elimination** battle at building 7640 was briefly discussed.

The reapplication of **non-skid coating** to the bridge at building 7624 was approved by the Board.

Board **President, Merril Lynn**, has tendered her resignation from the Board following her move to a new community. To aid in a smooth transition to a new Board President, Ms. Lynn will take the position of Vice President, while Bill Tomlin fills the President role, this action was approved by the Board. Ms. Lynn will stay on with the Board briefly, to assure a seamless reorganization.

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

The June Meeting was **adjourned** at 9:15 pm.

The next meeting is scheduled for July 10, 2003, at 6:30 pm.

Eucalyptus Grove Homeowners Board of Directors Meeting

July 10, 2003

Minutes

(Subject to Board of Directors Approval)

Board President, Bill Tomlin, called the meeting to order at 6:35 pm.

In attendance were:

Robherda Lange
Merril Lynn
Maria McCasll-Brandts
(Board member Susan Silvia absent)
Ms. Leyva, homeowner, unit 369
Mr. Weisgerber, homeowner, unit 111
James Nguyen (Bartlein and Co.)
Bill Bold (Scribe)

A **written question** from the owner of unit 120 asked if "green waste" from landscape maintenance was being recycled. The Board will forward the question to Progressive Landscaping.

Homeowner, J. McKelvie (unit 220) sought a date from the Board when he might see the dryrot in his unit's balcony area **repaired**. Recognizing Mr. McKelvie's patience on the matter, the Board placed unit 220 on the Priority list for repairs--only repairs required out of safety concerns will receive faster attention. Mr. McKelvie will be notified at the first opportunity available pending Board approval.

The **owner** of unit 369 (Leyva) discussed several pet- and neighbor-oriented problems with the Board and received suggestions from the Board on handling them. No Board action was required.

The June Board of Directors meeting minutes were reviewed and required one correction--under Old Business, item number 5, the statement:

"Ms. Lynn will take the position of Vice President, . . ."

should read:

*"Ms. Lynn will take the position of **Member-at-Large**, . . ."*

With the above change, the minutes were approved.

In **Landscaping news**, Ms. Lynn reported she had requested Progressive Landscaping to restore the greenery damaged during the repairs carried out recently at building 7632; forecast a future replanting / resodding of the common lawn areas; asked for and received Board approval for removal of a (leaning) eucalyptus tree near building 7632--if necessary; requested a fence repair along the new "shortcut" near unit 110, the Board approved this repair.

The **Treasurer's Report** showcased routine expenditures with the following highlights:

Total income	\$ 43,933.50
Total expenditures	25,059.45
Transfer to Reserve	18,874.05
Total assets	\$451,574.83

The Board approved the report as presented.

In keeping with prior policy, the Board approved transfer of \$95,000.00 from Goleta National Bank to State

Farm Bank of Illinois to keep all accounts under or near \$100,000.00.

J. Nguyen notified the Board that, due to a printing error, the financial statement in the Grove June newsletter was from another condominium development.

Old Business

The Board briefly discussed the repair of the eroded **creek area**. J. Nguyen will ask Mr. Gonzales from Progressive Landscaping to meet with the Board and discuss options at the next monthly meeting.

On a recent building **inspection**, L. Ramstrum (Ramstrum Construction) found a "badly damaged" balcony deck--requiring immediate attention because of possible safety concerns. The Board approved the repair to unit 233 (bldg. 7628), placing it on immediate repair status.

Research and Applications coordinator, Ms McCall-Brandts reported on the progress of the application for reimbursement from the manufacturer of siding materials used in original construction at the Grove. The application project continues "on track".

As discussed in last month's meeting, the Board approved an increase in building **insurance coverage** at the Grove, up to \$140.00 per square foot. J. Nguyen is still investigating the theoretical rebuilding costs for the Grove structures.

The Board briefly discussed issues concerning the upcoming Phase I **mailbox** module refurbishment.

With the Board's approval, J. Nguyen recommended rescheduling the **exterior painting** project for the year 2004.

New Business

By suggestion, the Board approved a small **handrail** at steps in the walkway near the swimming pool.

The Board approved the ("tenting") **fumigation** of building 7602 on an unspecified date in 2004.

Ms. Lynn forwarded a suggestion from a homeowner for "**Building Representative**" for each building at the Grove.

Brief discussion ensued, no action taken.

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

The July meeting was adjourned at 8:17.

The August Board meeting is scheduled for August 14, 2003, at 6:30 pm.

Eucalyptus Grove Homeowners Board of Directors Meeting

August 14, 2003

Minutes

(Subject to Board of Directors Approval)

Board President, Bill Tomlin, called the meeting to order at 6:45 pm.

In attendance were:

Robherda Lange

Merril Lynn

Maria McCall-Brandts

(Board member Susan Silvia joined meeting while in progress)

Ms. Leyva, homeowner, unit 369

Mr. Baxter, homeowner, unit 302

Mr. and Mrs. Nyari, homeowners, unit 349

Arturo Gonzales (Progressive Landscaping)

James Nguyen (Bartlein and Co.)

Bill Bold (Scribe)

Homeowners, Mr. and Mrs. Nyari (unit 349) discussed the recent towing of his car from a time-limited (72 hour) parking space. The Board reviewed the facts of the incident with the homeowner and took no further action on this issue.

Homeowner, Mr. Baxter (unit 302) requested the Board approve the installation of the Frigerio model 770f retractable awning on the private balcony/patio at his unit. The Board approved the installation of this awning.

A **letter** from homeowner Ms. Jasso (unit 328) suggested that some units are inhabited by numbers beyond the legal limit. The Board discussed this issue with J. Nguyen and moved on to the next issue.

Board member Ms. McCall-Brandts relayed a complaint from Mr. Byers (unit 244) concerning owners of pit bull breed dogs at the Grove. The Board discussed this complaint and others lodged against the owners of similar dogs at the Grove. No new action was taken on this issue, at this time.

Arturo Gonzales, from **Progressive Landscaping**, discussed with the Board various options for the Phase III creek erosion repair. Mr. Gonzales offered to help obtaining any required permits for the project. No new action was taken on this project at this time. Mr. Gonzales took questions and/or comments from the Board on the Grove landscaping.

The July Board of Directors **meeting minutes** were reviewed and were approved as

presented.

In **Landscaping news**, Ms. Lynn reported the tree leaning at an extreme angle, mentioned last month, near building 7632, needed to be removed. The Board approved a repair to the fence along the creekside path at building 7620.

The **Treasurer's Report** contained routine expenditures with the following month-end totals:

Total income	\$ 41,811.50
Total expenditures	41,508.74
Total assets	\$452,874.83

The Board approved the report as presented.

Signature cards for the new savings account with State Farm Bank were filled out by the Board.

Old Business

J. Nguyen updated the Board on the **siding repair** on the south-east corner of building 7628. Larry Ramstrum reported the damage had spread to several surrounding units (initial focus--unit 233). Analysis of the area suggests a long term plumbing leak was probably a significant contributor to the damage. A portion of the gas supply plumbing to one unit was severely rusted (from the water leak), and the respective homeowner will have to pay for this repair. Due to the high cost of the complete reconstruction, Ramstrum Construction has requested the Association make a 50% down payment on the repair. The Board approved this payment.

Ms McCall-Brandts, **Research** and Applications coordinator, reported all required documentation for the **reimbursement application** (siding class action suit) has been now mailed to the claims administrator.

Additionally, Ms. McCall-Brandts has been looking into replacement parts for the **mailbox modules** and will report her progress to the Board in the coming weeks.

J. Nguyen reported to the Board that a once weekly pickup of a "3 yard" **green waste dumpster** would cost \$158.00 per month. No action was taken.

New Business

By suggestion, the Board will host a meeting with interested homeowners on the possibility of organizing a **Neighborhood Watch** program at the Grove. A notice to this effect will appear in the monthly newsletter.

At homeowner's requests, J. Nguyen will send a letter to the owner of unit 131 requesting a **clean up** of this unit's front / patio area.

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

The meeting was adjourned at 8:36.

The September Board meeting is scheduled for September 11, 2003, at 6:30 pm.

Eucalyptus Grove Homeowners Board of Directors Meeting September 11, 2003

Minutes

(Subject to Board of Directors Approval)

Board Member, Merrill Lynn, called the meeting to order at 6:40 pm.

In attendance were:

Robherda Lange
Maria McCall-Brandts
Ms. Galindo, homeowner, unit 237
Ms. Hall, representing Mr. Rausch, unit 351
James Nguyen (Bartlein and Co.)
Bill Bold (Scribe)

Homeowner, Ms. Galindo asked the Board's permission to install a TV satellite dish, attaching it to the fascia at the edge of the roof of her building (7628). Citing possible damage to the exterior of the building and existing CC&Rs, the Board did not approve this installation; instead, acceptable alternatives were suggested to the homeowner.

Homeowner Representative, Ms. Hall (Rausch, unit 351) discussed the state of the eucalyptus trees, responsibility for unit's exterior utility doors and jambs, and "No Trespassing" and "No Soliciting" signs at the entry gate. The Board updated Ms. Hall on the status of the trees, the Homeowner's responsibility for exterior utility doors and thanked her for reporting the entry area signs in need of replacement.

A **letter** from homeowner Ms. Green (unit 322) questioned the "For Rent" sign pertaining to a unit which is rent-restricted by the "Owner Occupancy" by-law. The Board reviewed the matter and found no grounds for action at this point.

Board member Ms. McCall-Brandts brought to the Board's attention the over-abundance of pet "solid waste" that accumulates in the small patch of grass just inside the entry gate to the Grove. By Board consensus, J. Nguyen was asked to obtain and have installed a "Pup Mit" dispenser unit / sign near the affected area, in hopes of encouraging pet owners to clean up after their pets.

The August Board of Directors **meeting minutes** were reviewed and one change was requested. Under Old Business, in regards to Ramstrum Construction and job payment, the second to last line of this item reads:

"...requested the Association make a 50% down payment on the repair."

The line should read:

"...requested the Association make a *progressive* payment on the repair."

With this change, the Minutes were approved as presented.

The **Treasurer's Report** covered routine expenditures with the following month-end totals:

Total income	\$42,717.00
Total expenditures	47,871.13
Transfer to Reserve	14,845.87
Transfer from Reserve	20,000.00
Total assets	\$447,559.14

The Board approved the report as presented.

Old Business

J. Nguyen reported to the Board that he had not yet received any news from Proressive Landscaping on approval of **permits**, therefore plans on the creek area soil erosion project.

The Board reviewed the standing list of dryrot **siding repair** sites, and unanimously agreed to proceed with the repair at unit 220, building 7620.

Research and Applications Coordinator, Maria McCall-Brandts informed the Board she had not received any word in response to the application and substantiating documents for the siding reimbursement.

The Board briefly discussed the **mailbox** refurbishment project, Phase II mailboxes have now been repainted. The Board has not yet received a bid for extending the mailbox structure roof in the Phase I. No further action at this point.

New Business

Due to recent late night disturbances from the pool area, the Board agreed to hire Jimenez Security to **patrol** the Grove grounds 4 hours per night, 7 days a week. The patrols started Sept. 4, 2003. The Board unanimously approved continuing this service until Sept. 30, 2003, at which time the patrols will proceed three nights a week-Friday, Saturday, and Sunday, for 4 hours each night.

As standard operating practice, J. Nguyen asked the Board's permission to schedule a routine maintenance / inspection of the **roofs** on all eleven buildings. The Board unanimously approved this request.

The Board briefly reviewed and discussed a letter from Ramstrum Construction notifying the Board of a **repair rate change** due to State Compensation Insurance Fund rate hike

(at least 25%), effective Oct. 15, 2003. No new action taken at this time.

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

The meeting was adjourned at 8:18.

The September Board meeting is scheduled for October 9, 2003, at 6:30 pm.

Eucalyptus Grove Homeowners Board of Directors Meeting

October 9, 2003

Minutes

(Subject to Board of Directors Approval)

Board President, Bill Tomlin, called the meeting to order at 6:06 pm.

In attendance were:

Robherda Lange
Merril Lynn
Maria McCall-Brandts
Susan Silvia
Mr. Burke, homeowner, unit 229
Mr. and Mrs. Galindo, homeowners, unit 237
Ms. Leyva, homeowner, unit 369
Mr. Schmidt, homeowner, unit 337
Arturo Gonzales (Progressive Landscaping)
James Nguyen (Bartlein and Co.)
Bill Bold (Scribe)

Homeowner, Mr. Burke (unit 229) reported to the Board that the bushes next to building 7626 need to be trimmed back from the building. Mr. Burke also briefly discussed the costs of the ongoing siding repairs with the Board.

Homeowners, Mr. and Mrs. Galindo (unit 237) discussed the prospect of installing a television satellite dish at their unit (building 7628). The Board suggested placement options, but did not alter their decision to prohibit the attachment of satellite dish equipment to the building structure. A. Gonzales (Progressive Landscaping) suggested trimming of the nearby trees may solve the reception problem.

Homeowner, Ms. Leyva (unit 269) asked the Board for information on the new night security patrol. Also reported: continuing (domestic) bird chirping disturbance, and litter at the trash dumpster near building 7640. The Board will ask the janitorial service to improve the condition of the dumpster areas, and asked Ms. Leyva to specify which unit has the noisy bird.

Homeowner, Mr. Schmidt (unit 337) asked the Board for an approximate start date for the repair of the floor and siding of the private balcony at unit 337. The Board replied that exact schedule dates are set by weather conditions and the contractors work schedule, however, the repairs to his unit are now next on the list of proposed repairs.

Arturo Gonzales, representing Progressive Landscaping gave an update on the **creek area**

restoration and erosion control. All signs seem to point to an approval from the Fish and Game Dept. for a revised plan submitted by Mr. Gonzales to the department. The revised plan would cost approximately \$16,015.00. Mr. Gonzales will keep the Board apprised. Finally, Mr. Gonzales updated the Board on increased manpower for the Grove landscaping maintenance (one additional worker).

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

In **Landscaping news**, Ms. Lynn reported that she was investigating the "ET" sprinkler control system for use at the Grove.

The **Treasurer's Report** contained routine expenditures with the following month-end totals:

Total income	\$ 40,484.50
Total expenditures	54,196.96
Transfer to Reserve	15,287.54
Transfer from Reserve	29,000.00
Total assets	\$437,054.37

The Board approved the report as presented.

Old Business

The Board offered tentative approval of the bid presented by Arturo Gonzales for the revised **creekbed erosion control** as presented earlier in the meeting by Mr. Gonzales. The bid will be finalized when the Dept. of Fish and Game grants official approval of the project.

As noted earlier, the Board has tentatively approved the **deck and siding repair** to unit 337 (bldg. 7628), which will begin shortly after the repairs to unit 220 (bldg. 7620) are completed.

Ms McCall-Brandts, **Research** and Applications coordinator, discussed with the Board the classifying of "Current and Future Damage" as opposed to "Old Damage" in regards to the **reimbursement application** (siding class action suit), which require different levels of documentation, and what documents the Grove has at its disposal.

As reported previously, the **concrete pad** at the entry to unit 325 (bldg. 7638) needs replacement. The Board approved this repair accepting a bid of \$2,194.50 from Ramstrum Construction.

J. Nguyen reported to the Board that the **final installment payment** for the repairs to unit 233 (bldg. 7628) has now been paid. Payment from two (former) homeowners for their portion of the repairs (exclusive use plumbing) has not been received at this point. The Board approved drafting a certified letter to the homeowners asking for payment, to be followed, if necessary, by Small Claims Court action.

New Business

James Nguyen presented to the Board the **Credentials for Bartlein and Co., Inc.**

The Board discussed the proposed Grove budget for 2004. After careful consideration, the budget was approved by a unanimous vote by the Board.

J. Nguyen reported that a **section of roofing** at building 7624 (above units 325 / 326) must be replaced. The Board approved this repair, bid at \$7,550.00 by H and H Roofing. Mr. Nguyen also noted he is waiting for bids to return from roofing contractors for annual inspection / maintenance of roofs at the Grove.

As previously suggested, the **time of the monthly Board meetings** will now be 5:30 pm, as approved by the Board.

Events Coordinator, Maria McCall-Brandts, informed the Board of an informational meeting for the Neighborhood Watch Program on Oct. 25, 2-4:00 pm at the pool area. All homeowners are invited.

With the approval of the Board members, old, **unused exercise equipment** will be removed from the exercise room as soon as possible.

Board member, Susan Silvia, has volunteered to "pick up" the assignment of **Pup Mit Manager** overseeing operation of the newly installed Pup Mit dispenser in Phase I.

At this time, the Board adjourned to **Executive Session**.

The meeting was **adjourned** at 8:15.

The November Board meeting is scheduled for November 11, 2003, at **5:30 pm**.

**Eucalyptus Grove Homeowners
Board of Directors Meeting
November 13, 2003
Minutes
(Subject to Board of Directors Approval)**

Board President, Bill Tomlin, called the meeting to order at 5:39 pm.

In attendance were:

Robherda Lange
Merril Lynn
Maria McCall-Brandts
(Board member Susan Silvia was absent)
Ms. Cempore, homeowner, unit 109
Mr. Weisgerber, homeowner, unit 111
Mr. Granger, homeowner, unit 134
Mr. Burke, homeowner, unit 229
Mr. Byers, homeowner, unit 244
Mr. Nealon, homeowner, unit 253
Mr. Melson, homeowner, unit 353
Goleta Water District Representative
James Nguyen (Bartlein and Co.)
Bill Bold (Scribe)

Homeowner, Ms. Cempore (unit 109), discussed with the Board and homeowners in attendance the condition of the equipment in the exercise room. The Board agreed to look into obtaining new equipment, such as a treadmill and freeweights.

Homeowner, Mr. Weisgerber (unit 111), notified the Board he is interested in serving on the Board should a seat become vacant.

Homeowner, Mr. Granger (unit 134), discussed landscaping issues with the Board. No action was taken on this subject.

Homeowner, Mr. Burke (unit 229), asked the Board to trim the landscaping away from the outside of building 7626. Landscaping Manager, Ms. Lynn reported the trimming was on the landscaping "to do" list.

Homeowner, Mr. Byers (unit 244), discussed the bidding process by which local contractors are awarded contracts for projects at the Grove. Also discussed was the subject of recent vandalism at the Grove. No new action was taken on these subjects, at this time.

A representative from the Goleta Water District gave a presentation to the Board on installation of an "ET" **automatic landscaping irrigation system**. Cost / Benefit, ease of use, and conservation issues were explained to the Board. The Board agreed to consider installing this system in the coming new year.

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

The **Treasurer's Report** contained routine expenditures with the following month-end totals:

Total income	\$ 42,901.13
Total expenditures	25,434.76
Transfer to Reserve	17,466.37
Total assets	\$453,272.17

The Board approved the report as presented.

Old Business

The Board reviewed and briefly discussed the current list of dry rot **repair** sites. No new major projects were approved at this time.

J. Nguyen reported to the Board that Progressive Landscaping had received verbal approval of the **creekbed erosion control** project. The Board affirmed thier approval of funds and design of this project.

J. Nguyen updated the Board on the **roof repair** for units 325 / 326, which should be completed in a few days.

After a brief discussion, the Board agreed to drop the project of extending the **roof** at the 'delivery side' of the **mailbox structures**.

The Board approved payment to Ramstrum Construction for walkway **concrete repair** (near unit 263), **siding repair** (unit 220), and **staicase cap** replacement (unit 358).

New Business

The Board discussed and approved miscellaneous **repairs and maintenance** to development roofs, specifying contract award to the lowest bidder.

J. Nguyen shared with the Board a letter from a homeowner (Ms. Langley, unit 358) covering several **maintenance items** required throughout the Grove Common areas. Mr. Nguyen reported that all items mentioned in the letter had now been complied with.

The Board discussed solutions to a **gas leak** detected at building 7630, as reported by J. Nguyen. Homeowner and Board responsibilities were addressed, as well as suggested options for appropriately handling the repairs. No action was taken at this time.

Recent building **inspections** by Ramstrum Construction yielded three items needing attention:

- Private deck with standing water (unit 236);
- Entry deck and private deck railing in need of repair (unit 306);
- Open gaps in staircase structure (units 326, 327).

The Board approved repairs to the immediate problems listed in the first two cases, while directing the contractor to caulk only the voids present at the 326 / 327 stairway structure.

Special Project Coordinator, Ms. McCall-Brandts, summarized the recent meeting with homeowners interested in starting a **Neighborhood Watch** program.

Homeowner interest is sufficient and Ms. McCall-Brandts will prepare a piece to be published in the next Grove newsletter outlining the establishment of such a program at the Grove. Relative to the subject of security, the Board approved the installation of a flood light affixed to the roof of the "Pool House", activated by a motion sensor, which will be 'armed' between 10:00 pm and dawn, seven days a week. This action is taken to further discourage after hours pool users at the Grove.

The Board approved contracting Hudson and Co. to provide the **annual review and tax return** for the development.

The Board agreed on the date and time of Jan. 8, 2004, at 6:00 pm, for the **Annual Meeting**. The location of the gathering is still under review, Ms. McCall-Brandts is attempting to secure the auditorium at Ellwood School, but no positive reservation has been secured at this time.

On the subject of **earthquake insurance**, board president, W. Tomlin, recommended the Board approve a 5 to 7% increase in the deductible amount to retain existing coverage without raising the premium. The Board approved this change in the policy.

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

The meeting was **adjourned** at 8:36.

The next Board meeting scheduled is the Annual Meeting, Jan. 8, 2004, at 6:00 pm.