

**EUCALYPTUS GROVE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
THURSDAY, MARCH 9, 2023 (6PM) Via Zoom
(Subject to Board's Approval)**

Board Members present: Colin Smith, Joe Mora, Christine Hall & Tamara Simmons.

Absent: Owen Roth

Homeowners present: Karen Mullin, Bill Rauch, Craig Nicholson & Teresa Stiff, Tom Doty
(Inspector of Elections)

1. CALL BOARD MEETING TO ORDER – CONFIRMATION OF QUORUM - (Count ballots by Inspector of Elections – Tom Doty; election of officers) – (6:04PM)

At Management Offices, Tom Doty counted the 107 Ballots received; Sufficient number of ballots reached to count; Colin moves to start counting ballots; Joe seconds. All in favor. Unanimously approved.

Board election results per Tom Doty, Inspector of Elections:

Joe Mora – 77

Christine Hall – 73

Craig Nicholson: 54

Joe Mora & Christine Hall are re-elected to the Board for 2 years.

Colin moves to thank Tom Doty for being Inspector of Elections. Tamara seconds. All in favor. Unanimously approved.

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...

Karen Mullin: would like to know what is being done about smoking issue (will be discussed under old business) permeating into her unit.

Craig Nicholson: Sauna heating elements need to be covered with rocks.

Joe Mora: Request for new vinyl windows to be discussed under new business.

3. APPROVAL OF PRIOR MEETING MINUTES (2/23/23)

Joe moves to approve the regular meeting minutes. Colin seconds. All in favor. Unanimously approved.

Colin moves to approve executive session minutes. Joe seconds. All in favor. Unanimously approved.

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

Operating Expenses are about 5.6+% below budget thru end of last month on cash basis

Res. Expenditures for last month: Tree work

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 report as presented & the above paragraph. Joe seconds. Unanimously approved.

Landscape recommendations & proposals; Lighting review:

Joe Mora – Preparing for incoming rain and met with SB Pest control re fertilizing Eucalyptus trees. Chris moves to accept the Enviroscaping proposal for root barriers for \$11,216.00; Colin seconds, pending a map showing where the roots barrier will be installed. All in favor. Unanimously approved. Joe abstained.

Proposal from Enviroscaping for pyracantha plants along fence between Building 7610 and the railroad for \$5,715 – Colin moves to accept the proposal. Tamara seconds. Unanimously approved. Joe abstained.

Colin Smith - No action on lighting review.

Committees:

Gym: discussion of possibly adding a second treadmill. Will need re-arranging equipment at the gym; Colin is conducting a survey.

Sunshine-solar: The Board is currently considering options to install EV chargers and solar panels to make the Association more energy efficient. More information to be shared under old business.

Website: no action.

Social: no action; Gov docs: See item 5d under old business for scheduled meeting date, time & place.

Vendor evaluation: Colin makes a motion of merit to Enviroscaping for keeping complex clean. Tamara seconds. Joe obtains. Motion of merit passes 3-0.

Colin makes motion of demerit to Bartlein due to issue with pool pump equipment room door not able to open fully. Tamara seconds. Christine Hall opposes. Motion of demerit passes 3-1

Colin makes motion of demerit to Bartlein for having an expired fire extinguisher in pool equipment room since 1985. Tamara seconds. All in favor. Unanimously approved.

Colin makes a motion of demerit to Bartlein for issuing a master facilities key to Cali Fitness. Tamara seconds. James will retrieve the facilities key from Cali Fitness. Chris Hall opposes. Motion passes 3-1.

Tamara makes motion of demerit to DoorKing log system for access cards/gate remotes. Colin seconds. Christine Hall opposes. Motion passes 3-1.

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

- a. #259 cig smoke odor seepage / rerouted vent – work done 1/19/23 – Karen Mullin would like to know what the Board will do mitigate the smoke seepage into her unit coming from #260 as she has described. James discussed with the architect that Karen consulted with and he mentioned of 2 possible options: reroute all bathroom vents (with same layout as Karen's unit) like it was done for Karen or install charcoal filter at each bathroom vent. Board will discuss further in executive session.
- b. #127 HVAC split system – tabled.
- c. Roof, dry rot repair & painting and approval and/or ratification of proposals & invoices (if any) – Unit #354 may have issues with gutters.
Fence along Hollister update – waiting for weather to clear up so the fence can be caulked, primed and painted.
Dry rot repair – completed at Building 7632, Units #349 & #249.
- d. Updating the gov docs; 2nd draft of bylaws & CC&Rs received back from attys; pipes; utility doors
Gov Docs meeting scheduled for 3/23/23 at 6PM via Zoom & in person at Meeting Room (7610 Hollister)
Chris moves to get legal opinion on Owner vs. Assoc responsibilities of storage doors and building pipes. Joe seconds. All in favor. Unanimously approved.
- e. 7632 foundation work re : #245, 247, 248 sloping floor; Saber surveyed; Van Sande Eng.; Beachside; permit fee paid & received; planning to start 1st week of April – prepwork is done and major work to start in April.
Chris noted that units at buildings where work is going to happen should be notified which parking spaces will be affected.
- f. Repairs & bids: DG paths; V-Ditch; Sidewalk; Roofs (if any) – Joe moves to accept Optimize Electric quote of \$2,375 for installation of new lights by buildings 7610, 7626 & 7628. Unanimously approved.
 - Railing near parking spot for #110 is damaged (leaning). Repair needed.
 - Joe Mora will work with Optimize Electric to install new floodlights by bldg. 7610 to discourage trespassers.
- g. Pool facilities & sauna; other related issues; monitoring; trespassers; handicap seating
 - Sauna benches will be resurfaced on a T&M basis. Colin moves. Joe seconds. Chris opposes. Motion passes 3-1.
- h. Signs: Address, pathways, directional, speed limit -tabled, no trespassing, pool – posts to be painted.

- i. EV charging station – Presentation on possible EV charging stations by Colin Smith.
- j. List from B. Rauch & Independent vendor for maintenance; Maintenance person & tracking. Tabled.
- k. Inspection of elevated walkways & balconies – proposals - tabled
- l. Trees & Union Pacific Railroad - tabled
- m. Combo to padlock at pedal gate – Joe has installed a combo lock. Code has been given to Board.

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

- a. Leak in #113 ceiling; possible source & filing claim; Unit #225 above – if damage exceeds \$10,000 then the Association may need to file insurance.
- b. #227 noise complaint re #327 – no action.
- c. Job description: light maintenance, minute taker, gate coordinator, etc. – Colin moves to remove scribing (minute taking) duties from job description and caretaker should keep a log of repairs. Tamara seconds. All in favor. Unanimously approved. Colin will update job description.
- d. Review of board's actions taken over COVID – Colin asked board members to review minutes from when Covid began and Board started meeting via zoom.
- e. Fire safety – Colin moves to table. Tamara seconds. All in favor. Unanimously approved. Mosquito abatement – Tamara moves to install a bat box near the school. Colin seconds. Joe abstains. Motion passes. Joe to install the bat box.
- f. #313 new windows – Chris moves to approve. Colin seconds. Joe abstains. Motion passes 3-0.
- g. #331 front light fixture – James to ask unit owner to replace the fixture with a fixture similar to nearby fixtures.
- h. Other items to be put on next month's agenda – Airtable & credit/debit card for HOA subscription services.

Summary of last month's Executive Session: Caretaker position & violations against rules & regs.

7. EXECUTIVE SESSION

If needed: (Executive Session may only be used to discuss litigation, contracts with 3rd 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) small claims; contract review; hiring; levying fine

- 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 4/13/23 @ 6PM via Zoom) – Meeting adjourned to Executive Session at 8:31PM.

3/20/23

Submitted by Javier Magana, Bartlein & Company, Inc.