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**AVOCADO HOMEOWNERS ASSOCIATION
COMMUNITY ASSOCIATION MANAGER'S REPORT**

**REGULAR SESSION BOARD OF DIRECTORS MEETING
TUESDAY DECEMBER 12, 2017 AT 6:00 PM
MEETING ROOM IN THE POOL AREA
1744 THE WOODS DRIVE EL CAJON, CA 92019**

- CALL TO ORDER:** * No later than 6:00 p.m.
- EXEC SESSION DISCLOSURE:** * Board to provide the topics of the most recent Executive Session.
- HOMEOWNER'S FORUM:** * Open discussion for comments, suggestions, or questions from any Homeowners that may be in attendance. A three (3) minute discussion period should be allocated for each Homeowner.
- MEETING MINUTES:** * Board to approve the November 6, 2017 Regular Session meeting minutes.
* November 6, 2017 Action Item List for review.
- FINANCIAL:** * Treasurer's Report
* Board to approve the financial statement for the period ending October 2017 subject to year-end review to be performed by an Independent CPA.
* Annual Review and Tax Preparation proposals presented for approval.
* Green Horizons Rate Increase Notice for review.
- ARCHITECTURAL:** * Architectural report and pending architectural applications for board review and approval.
- MANAGER REPORTS:** * November 6, 2017 Property Inspection report and Work Order report for review.
* The next Property Inspection will take place on December 13, 2017 at 9:30am.
- CORRESPONDENCE:** * Communications Committee Report
* Board to review correspondence and/or request and advise management on respective responses.
- MAINTENANCE:** * Pool Committee Report
* Roads Committee Report
- LANDSCAPE:** * Landscape Committee Report
* Multiple Tree Pruning and Removal – Board to approve bid.

Avocado Homeowners Association
Community Association Manager's Report
Tuesday December 12, 2017

- * Tree Removal and Stump Grinding – Board to approve bid.

OLD BUSINESS:

- * Gate Repair Update – Board to discuss update on repairs to Front and Back Vehicle gates.
- * Pond Bench – Board to review bids to repair and/or relocate pond bench.
- * Waste Management – Board to review correspondence from Waste Management regarding contract.

NEW BUSINESS:

- * Open Space on Cadoglen Dr. – Board to discuss options to utilize open landscape space on Cadoglen Dr.
- * Insurance Proposals – Board to review and approve insurance renewal.
- * Security Notice – Board to discuss Security Update Notice.
- * Pool Deck Drain – Board to approve pool deck drain removal.
- * Splitrail Fencing – Board to review bids to repair splitrail fencing.
- * Lighting – Board to discuss pool area lighting.

ADMIN TOOLS:

- * Association map and Approved 2016 – 2017 Budget for board reference. **(84-88)**

NEXT MEETING:

- * The next Board of Directors meeting is January 3, 2018 at 6:00pm.

ADJOURNMENT:

- * No later than 7:00 PM