

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

**REGULAR SESSION BOARD OF DIRECTORS MEETING
TUESDAY, FEBRUARY 12, 2019 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 January 8, 2019 Regular Session Meeting Minutes.
- FINANCIAL:**
- * Board to approve the financial statements for the period ending December and January 2019 subject to year-end review to be performed by an Independent CPA.
 - * New Civil Code Requirement – Board to discuss and approve authorization for management to transfer Association Funds per Civil Code Section 5380 (b)(6).
- DELINQUENCIES:** * Board to disclose any foreclosures and/or approve liens in open session.
- MANAGER REPORTS:**
- * Action Item List from the January 8, 2019 Board Meeting, the November 14, 2018 Property inspection and Landscape Report and Work Order report for review.
 - * The next Property Inspection will take place on February 13, 2019 at 9:30a.m.
- ARCHITECTURAL:** * Architectural report and pending architectural applications for board review and approval.
- CORRESPONDENCE:** * Board to review correspondence and/or request and advise management on respective responses.
- COMMITTEE REPORTS:**
- * Roads Committee Report
 - * Landscape Committee Report
 - * Communications Committee Report

Avocado Homeowners Association
Community Association Manager's Report
February 12, 2019

- * Pool Committee Report
- * Rules Update Committee Report

OLD BUSINESS:

- * Asphalt Roads Repair – Board to discuss status of asphalt repair/sealing and approve change orders if necessary.
- * Special Assessment Reimbursement – Board to discuss distribution of special assessment reimbursement.
- * Landscape Bids – Board to approve pending landscape bids.
- * Rules and Regulations – Board to discuss updating the Rules and Regulations.
- * Pool Deck Repair/Sealing – Board to approve Pool Deck Repair/Sealing bids.

NEW BUSINESS:

- * Surveyor – Board discuss hiring a lands surveyor to assess property lines.
- * Year and Review and Taxes – Board to approve Year-end review and taxes.

EMERGENCY APPROVALS:

- * Board to consider approving any emergency proposals not received in time for the board packet if necessary.

ADMIN TOOLS:

- * Association map and Approved 2018 – 2019 Budget for board reference.

NEXT MEETING:

- * The next Board of Directors meeting is TBD at 6:00pm.

ADJOURNMENT:

- * No later than 7:00 PM



5050 Avenida Encinas, Suite #160
Carlsbad, California 92008

(858) 587-9844
(760) 643-2200

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

**EXECUTIVE SESSION BOARD OF DIRECTORS MEETING
TUESDAY, FEBRUARY 12, 2019
IMMEDIATELY FOLLOWING THE REGULAR MEETING
MEETING ROOM IN THE POOL AREA
1744 THE WOODS DRIVE EL CAJON, CA 92019**

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|---------------------------|---|---|
| CALL TO ORDER: | * | Directly following the Regular Session. |
| MEETING MINUTES: | * | Board to approve the January 8, 2019 Executive Session meeting minutes. |
| DELINQUENCY LIST: | * | Board to review delinquency list and collection recommendations. |
| MEMBER DISCIPLINE: | * | Board to review Violation List and related correspondence. |
| ADJOURNMENT: | * | No later than 8:00 p.m. |