



5050 Avenida Encinas, Suite #160
Carlsbad, California 92008

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

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

**REGULAR SESSION BOARD OF DIRECTORS MEETING
MONDAY, SEPTEMBER 30, 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 September 5, 2019 Regular Session Meeting Minutes.
- FINANCIAL:** * Board to approve the financial statements for the period ending August 2019 subject to year-end review to be performed by an Independent CPA.
* Board to August 2019 Bank Statements and Reconciliations.
- DELINQUENCIES:** * Board to disclose any foreclosures and/or approve liens in open session.
- MANAGER REPORTS:** * Action Item List from the September 5, 2019 Board Meeting, Landscape Report and Work Order report for review.
* The next Property Inspection will take place on October 9, 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:** * Landscape Committee Report
* Communications Committee Report
* Pool Committee Report
* Rules Update Committee Report

OLD BUSINESS:

- * Landscape Bids – Board to approve pending landscape bids.
- * Rules and Regulations – Board to discuss updating the Rules and Regulations.
- * Surveyor – Board to discuss status of Survey Report.
- * Pedestrian Gates – Board to consider bids for locking Pedestrian gates.
- * Survey – Board to discuss community survey.

NEW BUSINESS:

- * Landscape Increase – Board to discuss Landscape contract increase notice.
- Reserve Study – Board to review draft Reserve Study.
- Budget -Board to discuss draft budget.
- Pond Service – Board to review Pond Service Bid.
- Light Fixtures – Board to approve proposal to clean the light posts.
- Year End Review/Taxes – Board to approve proposals to prepare the Year-End review and Tax Returns.

EMERGENCY APPROVALS:

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

ADMIN TOOLS:

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

NEXT MEETING:

- * The Annual Meeting Will be held on October 5th, 2019 at 10:00am.
- The next Board of Directors meeting is TBD at 6:00pm.

ADJOURNMENT:

- * No later than 7:00 PM



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**AVOCADO HOMEOWNERS ASSOCIATION
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**EXECUTIVE SESSION BOARD OF DIRECTORS MEETING
MONDAY, SEPTEMBER 30, 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 September 5, 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. |
| CONTRACTS: | * | Board to discuss Asphalt Repair Contract. |
| ADJOURNMENT: | * | No later than 8:00 p.m. |