

**Avocado Estates Homeowners Association
General Session Meeting Minutes
December 7, 2016**

Attendance

Board of Directors

Pam Merrill, President
Kiley Grunstad, Treasurer
Erica Miller, Secretary
Lindsey Danner, Director at Large
DeAnna Dougherty, Director at Large
Casey Ryan, Director at Large

Absent:

Jim Harrington, Vice President

Management

Jimmy Nevarez, CMCA, AMS, Recording Secretary

Call to Order

The meeting was called to order at 6:01 PM.

Homeowners Forum

Two (2) homeowners were in attendance.

Minutes

Board reviewed the special Minutes from the meeting held on October 3, 2016.
MSUA the minutes from the meetings held on October 3, 2016.

Approved: 6-0

Board reviewed the General Session Minutes from the meeting held on October 3, 2016.
MSUA the minutes from the meetings held on October 3, 2016.

Approved: 6-0

Board reviewed the General Session Minutes from the meeting held on October 11, 2016.
MSUA the minutes from the meetings held on October 11, 2016.

Approved: 6-0

Financial

Board reviewed the financial statement for the period ending September 30 & October 31, 2016.
MSUA to accept the financial statement(s) pending review by the CPA at fiscal year end.

Approved: 6-0

Due to Due From

Board reviewed the reserve contribution and MSUA to pay back the reserve within one year in the amount of \$23,274.00 over 12 months.

Approved: 6-0

Pond Report – ADM, Inc.

ADM reported their latest findings and plans for the pond repairs to the Board.
MSUA the proposal by ADM for the pond repairs in the amount not to exceed \$20,000 to be funded from the reserves insurance funds. Project is to start at the engineer's first availability.

Approved: 6-0

ADM also presented proposals for the roof replacement at the clubhouse and pump room. MSUA the proposal by Dils roofing to replace the roof at the pool pump room and the club house in the amount not to exceed \$7,000.00 to be funded from the reserves.

Approved: 6-0

Landscape Committee Report – Erica Miller

Committee reported that a tree audit was recently conducted and the arborist will put a plan together for the board to review. The landscape committee recommended that the Board approve the following proposals: 4743.3r, 4743.2r, 4743.1r .

Board reviewed the proposals prepared by Green Horizons and MSUA to approve the proposals 4743.3r, 4743.2r, 4743.1r to be funded from the reserves.

Approved: 6-0

Pool Committee Report - Lindsey Danner

Committee reported that all is well.

Road Committee Report – Casey Ryan

No Report at this time

Manager's Report

Board reviewed walkthrough report, work order log, violation log.

Architectural

1367 Timberpond – New roof

MSUA the request by the homeowner to install a new roof replacing the existing roof.

Approved: 6-0

1539 Woody Hills – Landscape Enhancement

MSUA the request by the homeowner to modify the landscaping with in their lot lines as proposed in their application.

Approved: 6-0

New Business

Insurance Renewal – MSUA to accept the State Farm Insurance renewal for the 2017-2018 calendar year.

Approved: 6-0

Annual Review and Tax Return - MSUA the proposal Beck and Co. to perform the annual review and prepare the corporate tax returns in the amount of \$950.

Approved: 6-0

Common area Stair and Fence Repairs - Board AFTER-THE-FACT- MSUA the replacement of the damaged split rail fences near the pool and along the far side of the pond and the common area stair case leading to Grove 2 at the annual meeting on November 12, 2016.

Approved: 6-0

Back flow covers – It was voted by unanimous consent that this matter be taken off the agenda and postponed indefinitely

Approved: 6-0

Gate code change – MSUA to change the gate code as of January 2, 2017. Homeowners will receive an insert in their billing advising of the change, it will be noted on the next billing statement, and homeowners will be able to contact management up to January 16, 2016 to receive the code over the phone after conforming their address.

Approved: 6-0

2016-2017 Annual Budget – Matter was tabled to be reviewed in six (6) months.

Next Meeting

The next meeting has been scheduled for January 4, 2017 at 6:00 pM at the Avocado Estates Pool Room.

Adjournment


The meeting adjourned at 8:15 PM.

BOARD CERTIFICATION AND APPROVAL OF MINUTES

This is to certify that Avocado Estates Homeowners Association is a California Nonprofit Mutual Benefit Corporation; that the Board is duly constituted; has made all decisions based on reasonable investigation in good faith and with regard to the best interests of the community and its members; has exercised discretion within the scope of its authority under relevant statutes, covenants and restrictions in discharging its obligations; and hereby approve the authenticity of actions reported of this meeting.

Respectfully Submitted:

Jimmy Nevarez, CMCA, AMS



Board Signature