

**Avocado Estates Homeowners Association  
General Session Meeting Minutes  
Avocado Pool Room  
Monday, November 6, 2017**

**Attendance**

Board of Directors Present

Jim Harrington, President  
Casey Ryan, Vice President  
Erica Miller, Treasurer  
Lindsey Danner, Secretary  
Darrell Strom, Director at Large  
Sandra Reeve, Director at Large

Absent

Renata Flake, Director at Large

Management

Chloe Holder, Community Association Manager & Recording Secretary

**Call to Order**

The meeting was called to order at 6:00 PM.

**Executive Session Disclosure**

At the previous Executive Session held on September 6, 2017 the Board approved meeting minutes, discussed member and discipline items.

**Homeowners Forum**

Three (3) homeowner were in attendance.

**Minutes**

The Board reviewed and made a motion to approve the General Session Minutes from the meeting held on September 6, 2017 as submitted. **(6-0)**

**Financial**

The board made a motion to approve the September 30, 2017 financial statement pending year end review.

**Manager's Report**

- A. The Board reviewed the October 11, 2017 Property Inspection report and work order log provided by management.
- B. The next property inspection will take place on December 13, 2017 at 9:30am.

**Architectural**

1211 Timberpond Drive: (Replace Grass) The board made a motion to approve architectural application to replace the grass at the front of the home as submitted. **(6-0)**

1235 Avocado Summit: (Wood Deck) The board made a motion to approve architectural application to install a wood deck at the back of the property as submitted. **(6-0)**

1235 Avocado Summit: (Replacement Doors) The board made a motion to approve architectural application to replace the front doors of the home as submitted. **(6-0)**

1542 Woody Hills Drive: (Driveway Pavers) The board made a motion to approve architectural application to replace the driveway of their home with pavers. **(6-0)**

1580 Woody Hills Drive: (Doors and Windows) The board made a motion to approve architectural application to replace the windows and front doors of the home as submitted. **(6-0)**

## **Correspondence**

Welcome Packet – The board reviewed the 2018 Welcome Packet.

The board reviewed various correspondence from homeowners.

The board directed management to draft a security update notice and send to the board for approval prior to sending as an email blast.

## **Old Business**

Dead Bolt – The board made a motion to rarity approval of Estimate from Lynn's Locksmith Service to install 2 deadbolts to the restrooms at cost of \$515.58. **(6-0)**

## **Maintenance**

Pool Committee Report –

The Pool Committee provided an update on the Association's pool area.

Asphalt Project –

- A. The Asphalt Committee provided an update of the asphalt repair/resurfacing project to the Board.
- B. The board agreed to hold a Town Hall Meeting to discuss the status of the roads on December 16, 2017 at 9:30am.

T&M Maintenance Contract – The board made a motion to approve Time and Material maintenance contract with Building Resource Management group starting at 8 hours per month at \$46.00 per hour. **(6-0)**

Pool Gate Security – The board made a motion to approve proposal #18226 from BRM to install a metal box around the pool gate handle at cost of \$400.00. **(6-0)**

Pond Bench – The board tabled proposals to move/repair the pond bench while management obtains additional bids to move the bench and repair with new material.

## **Landscape**

- A. The board made a motion to approve Irrigation Repair Audit from Green Horizons to completely repair the Association's irrigation at cost of \$6,297.00. **(6-0)**
- B. The board made a motion to approve revised proposal \$3000-2094R from Green Horizons for tree planting and replacement at cost of \$2,430.00. **(6-0)**
- C. The board made a motion to approve proposal #3000-4270R2 from Green Horizons to repair the erosion issues at Grove 2 in the amount of \$6,000.00. **(6-0)**
- D. The board tabled the proposal to remove the Elder tree at the front of 1153 Timberpond Drive.
- E. The board tabled the proposal to prep the Butterfly Garden and requested that the conversion to the area on Cadoglen Drive be added to the next agenda.

## **Next Meeting**

The next meeting has been scheduled for December 12, 2017 at 6:00 PM at the Avocado Estates Pool

Room.

**Adjournment**

The meeting adjourned at 8:02 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:

  
\_\_\_\_\_  
Recording Secretary



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Board Signature

