

**Avocado Estates Homeowners Association
General Session Meeting Minutes
Avocado Pool Room
July 11, 2017**

Attendance

Board of Directors Present

Pam Merrill, President
Jim Harrington, Vice President
Erica Miller, Secretary
DeAnna Dougherty, Director at Large
Casey Ryan, Director at Large

Absent

Lindsey Danner, Director at Large
Kiley Grunstad, Treasurer

Management

Chloe Holder, Community Association Manager & Recording Secretary

Call to Order

The meeting was called to order at 6:05 PM.

Homeowners Forum

Two (2) homeowner were in attendance.

Minutes

The Board reviewed and made a motion to approve the General Session Minutes from the meeting held on May 3, 2017. **(5-0)**

Financial

- A. The Board reviewed and made a motion to approve the financial statement for the period ending May and June 2017 pending year end review. **(5-0)**
- B. The Board directed management to pull legal bills related to lawsuit and code to contingencies.
- C. The board directed management to re-code landscape repairs to reserves.
- D. The board did not add any new board members to the signature cards.

Delinquencies

- A. The board approved a lien on accounts #AE-1353T-3 and AE-1715T-2. **(5-0)**

Landscape Committee Report –

- A. Landscape Committee Chair, Erica Miller provided the most recent committee report to the board for review.
- B. The board requested Brian Butler with Green Horizons attend the next Board Meeting.

Pool Committee Report –

- A. The Pool Committee gave a verbal report on activities at the pool area.
- B. The board made a motion to have the Janitorial company pressure wash the pool deck.
- C. Management was directed to obtain bid to secure the Men's restroom door.

Road Committee Report - The Roads Committee gave a report on the on the status of asphalt repairs.

Communication Committee - The Communications Committee gave a report on community communication and provided management with welcome letters to send to new homeowners.

Manager's Report

Board reviewed the May 10th and June 16th Property Inspection report and work order log.

Architectural

1319 Cadoglenn Drive: The board denied the application to add a parking bay to the side of their property. **(5-0)**

1708 The Woods Drive: The board approved the application to install solar panels to their roof as submitted. **(5/0)**

Correspondence

- A. The board reviewed various correspondence from homeowners.
- B. Management was directed to obtain the County requirements for towing.

New Business

Emails Between Meetings - The board reviewed articles from Davis Sterling regarding Board Members emailing between board meetings.

Taco Truck - The board ratified approval for purchase of a taco truck for Fourth of July at cost of \$514,18. **(5-0)**

Gate Code - The board approved to change the gate code to 1726 as of August 15, 2017.

Insurance - The board ratified approval for insurance renewal of Fidelity Bond with an annual premium of \$1,561.00. **(5-0)**

Landscape

Landscape Correspondence and Requests -

- A. The board reviewed homeowner correspondence regarding landscape.
- B. The board approved to pay invoice #571836 from Green Horizons to plant two trees at cost of \$360.00 that board member Erica Miller previously offered to donate. **(5-0)**

Landscape Punch list - The board reviewed the Green Horizons Landscape punch lists from May 10th and June 14th 2017.

Landscape Enhancements -

- A. The board approved proposal #3000-2094 from Green Horizons for tree planting at cost not to exceed \$2,790.00. **(5-0)**
- B. The board tabled proposal #3000-2043R from Green Horizons to install mulch.
- C. The board tabled proposal #3000-1857 from Green Horizons as the bid was too high. Management was directed to clarify with Green Horizons to see if there was a typo.
- D. The board approved proposal #2000-3051 to included option #2 to remove the Mexican palms and exclude removing the dead Mealaleuca trees behind 1312 Woody Hills not to exceed \$2,840.00. **(5-0)**

Maintenance

Asphalt -

- A. The board approved Engineering Design Group's proposal to dated 6/29/17 to create a scope of work not to exceed \$8000.00. **(5-0)**
- B. The board up to \$3000 for A.D. Magellan to oversee expedition of the proposal. **(5-0)**
- C. The board requested a proposal from A.D. Magellan to act as a project manager up to the point of the board receiving scope of work from Engineering Design Group.

LED Lighting - The board approved LED lighting replacement bid from McKowski's at cost of \$2,089.84. **(5-0)**

Railroad Tie Fencing - The board approved fencing repair bid provided by BRM at cost of \$996.00. **(5-0)**

Next Meeting

The next meeting has been scheduled for June 7, 2017 at 6:00 PM at the Avocado Estates Pool Room.

Adjournment

The meeting adjourned at 8:20 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

Board Signature