

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

**Attendance**

Board of Directors Present

Pamela Merrill, President                      Left at 6:50pm  
Jim Harrington, Vice President  
Kiley Grunstad, Treasurer  
Erica Miller, Secretary  
DeAnna Dougherty, Director at Large  
Casey Ryan, Director at Large  
Lindsey Danner, 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 August 7, 2017 the Board approved meeting minutes, discussed member and discipline items.

**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 August 7, 2017. **(7-0)**

**Financial**

- A. The board made a motion to approve the July 2017 financial statement pending year end review.
- B. The board made a motion to approve the draft of the Reserve Funding plan as prepared by A Reserve Company. **(7-0)**
- C. The board made a motion to approve the 2017 – 2018 Annual Budget with the assessment remaining at \$324.00 per unit per month. **(7-0)**

**Manager's Report**

- A. The Board reviewed the July 12, 2017 Property Inspection report and work order log provided by management.
- B. The next property inspection will take place on September 13, 2017 at 9:30am.

**Architectural**

1254 Timberpond Drive: The board made a motion to approve architectural application to remove a liquid amber tree and grass on the north side of the driveway to expand the north side area of your garage, replace the flower bed/grass with pavers that match existing and to remove the raised flower bed and two liquid amber trees on the south side of the driveway. **(6-0)**

## **Correspondence**

The board reviewed various correspondence from homeowners.

## **New Business**

Annual Meeting – The board made a motion to approve Curtis Management as Inspectors of election at the October 21, 2017 Annual Meeting. **(6-0)**

Parking Enforcement –

- A. The board reviewed the draft Parking Enforcement Update notice.
- B. The board made a motion to approve Western Towing signs to be posted to the front of each gate at no cost. **(6-0)**
- C. The board made a motion to approve installing stop sign at the corner of The Woods Drive and Avocado Summit Drive with a galvanized steel post at cost of \$163.00. **(6-0)**

## **Maintenance**

Pool Committee Report –

- A. The Pool Committee provided an update on the Association's pool area.
- B. Management was directed to contact a drain company to inspect a drain in the pool area.
- C. The board made a motion to stop heating the pool after Thanksgiving.

Asphalt Project –

- A. The Asphalt Committee provided an update of the asphalt repair/resurfacing project to the Board.
- B. The board reviewed revised proposal from A.D. Magellan to act as a project manager while the new scope of work is being prepared for the asphalt by the Engineer and tabled the proposal for clarifications.
- C. The board agreed to hold a meeting to discuss the status of the roads on October 19, 2017 at 6:00pm.

Pond Fence Repair – The board made a motion to approve proposal #18002 from BRM for additional expenses in the amount of \$383.00 to repair the pond fencing. **(6-0)**

Stairwell Repair – The board made a motion to approve proposal #18003 from BRM to repair the stairwell leading up to Grove 2 at cost of \$425.00. **(6-0)**

Pool Lighting – The board tabled the lighting proposal.

Bathroom Doors – The board made a motion to approve proposal #18010 from BRM to install 2 dead bolts to the bathroom doors at cost of \$335.00. **(6-0)**

## **Landscape**

- A. The Landscape Committee provided an update of the current status of the Associations Landscape.
- B. The board made a motion to approve giving the Landscape committee a \$100 per month budget to approve miscellaneous landscape
- C. The board reviewed the Green Horizons Landscape walkthrough punch list updates from 8/9/17.
- D. The board made a motion to approve proposal #2000-3673 from Green Horizons to remove a fam Palm Tree and a Mexican Fan Palm behind 1609 Woody Hills at cost of \$1,550.00. **(6-0)**
- E. The board made a motion to approve proposal #3000-3688 from Green Horizons to plant the slope at the front of 1155-1167 Avocado Summit Drive at cost of \$1,230.00 with the condition that the irrigation is confirmed in good repair. **(6-0)**

**Next Meeting**

- A. The next meeting has been scheduled for November 6, 2017 at 6:00 PM at the Avocado Estates Pool Room.
- B. The board announced that the 2017 Annual Board Election will be held at the Association's pool area on Saturday, October 21, 2017 at 10:00am.

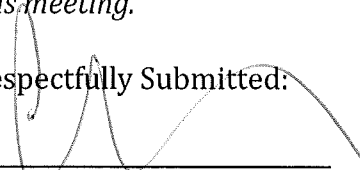
**Adjournment**

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:

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

  
\_\_\_\_\_  
Board Signature

12/12/17