

PACIFIC POINT HOMEOWNERS' ASSOCIATION

Board Of Directors' Meeting

February 26, 2008

Minutes

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1. Call To Order

President Peter Guzman-Garcia called the meeting to order at 7:31 PM.

Board Members In Attendance

Peter Guzman – Garcia, David Hirzel and Victor Carmichael were present.

Others in Attendance -

Dave Esty, representing The Manor Association.

2. Review Agenda and Annual Calendar

The Agenda was reviewed with additions to Old Business being item D- "Water Intrusion" and item E – "Clubhouse". Under New Business, add item C – "Board Member Appointment". Agenda was approved as amended.

No additions or corrections to the 2008 Annual Calendar were requested.

3. Presidents Report

President Peter Guzman-Garcia reported on changes over the last three years with changing requirements with the State of California, Davis Sterling legislation compared to the guidelines provided within the governing documents of the Association.

Encroachment of common areas by homeowners has become an identified problem. The Pacifica Fire Inspector and California Construction Code require a "path of egress" with the City of Pacifica identifying the minimal path of egress being 44 inches. A second area of concern is the prohibition of hardwood floors on the second and third levels of the stacked structures.

The community as a whole has expended \$2 Million on structural repairs, with windows and doors being an owner issue. Water intrusions into units have been identified as being caused by leakage of windows and doors.

David Hirzel provided an overview of his efforts to address long standing problems with water intrusion and also attempt to find an agreeable method to face the challenges of common area use and door replacements.

4. Homeowner Forum

5009-34 – Owner thanked the Board for speaking out on the issues at hand and noted a new location where water intrusion has become evident at her residence. The February 24 heavy rains have resulted in a new leak above her living room window.

5015-11 – Owner requested Board waive \$100 fine issued for not breaking down boxes. The Board waived the \$100 fine.

5017-62 - Owner requested Board waive \$100 fine issued for cardboard boxes not broken down by their tenant. The Board waived the \$100 fine.

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Following honoring of existing commitments an estimated \$40,000 would remain in reserves following the recent boiler repairs. An updated Reserve Study will be conducted in 2008.

6. Old Business

- a. Parking – Peter reported parking issues proceeding smoothly, with no recent problems to report.
- b. Maintenance – Window and door language is being investigated from Attorney for Association. Management requested to confirm payment to legal council in amount of approximately \$2,400 be issued this week.

A janitorial service proposal from Eric Boswell has not yet been received, with Management to provide quotes for both Boswell Enterprises and TLC Janitorial.

- c. Common use issues were reviewed, with implementation of the City Fire Chief's mandate of 44" clearance to be maintained within the property.
- d. Water intrusion - David Hirzel recapped ongoing investigation of water intrusion problems with repairs to be developed to suit the cause of intrusion.
- e. Clubhouse – The Board wishes to increase the availability of the clubhouse to residents, without losing control of the facilities. Further discussion of methods of providing access outside the implemented reservation format will be required.

7. New Business

- a. Managers Report –was reviewed. Correspondence issued over the month was reviewed, including owner inquiry from 5005-50, pertaining to asbestos content.

Management noted that the request to Coastside Scavenger to change out a corroded dumpster near 5005 building has resulted in all dumpsters at the property being recently replaced.

Delinquencies to be reviewed in Executive Session.

Financial – E-mail dated 2-1-2008, pertaining to closure of the Banco Popular account, was reviewed. Union Bank closure correspondence was also reviewed.

Janitorial Services – Revised quotation by TLC Janitorial was submitted for review. The requested revised proposal to delete the mailbox areas, restrooms and clubhouse with costs identified for intervals of once and twice per week has been requested and expected in the near future.

Landscaping – Cagwin and Dorwood Landscapers began services on February 22 and completed the City mandated cut back around the Palmetto Avenue fire hydrant.

Lighting Upgrades – Management recapped the recommendations of owner Joe Higdon for consideration of RAB lighting in 28 and 42-watt outputs. The further recommendations requested of this owner have not yet been received.

Management submitted copies of invoices received from SF Fireplace & Masonry for chimney cleaning and flue repairs. The Board confirmed both cleaning and flue repairs to be paid by Association with further requests from owners to be tabled to May or June 2008.

Bigham Taylor Roofing repairs at 5011 and 5009 buildings have been completed.

Property inspection dated 2-13-2008 was reviewed. A survey of garage doors is expected to be available for review at the March Board meeting.

Quotation from John D. Beatty and Company for an updated 3-year reserve study was submitted for review. The Board advised of one other quotation being solicited with discussion to be conducted at the March Board meeting.

A summary report of work orders issued over the month was submitted for the Boards review.

- b. Legislation Update – The following Davis Sterling Newsletters were submitted for review:
 - 1 – Davis Sterling – 2-25-08 Agenda Violations
 - 2 – Davis Sterling – 2-10-08 – Cats on Leashes
 - 3 – Davis Sterling – 2-04-08 – Executive Session Agendas
 - 4 – Davis Sterling – 1-27-08 – Setting the Agenda
 - 5 – Davis Sterling – 1-13-08 – Variable Assessments

8. Secretary's Report

The Draft Minutes of the November 27, 2007 and January 14, 2008 meetings were tabled to the Executive Session.

- 9. Unfinished Business** – Comcast Cable 5 year contract renewal will be discussed in Executive Session.

- 10. Next Meeting and Adjournment** - The meeting was adjourned at 9:10 PM. With the third Monday in March being St. Patrick's Day, the next meeting will be held on March 10, 2008.