

PACIFIC POINT HOMEOWNERS' ASSOCIATION

Board Of Directors' Meeting

June 15, 2009

Minutes

DRAFT

1. Call To Order

President Victor Carmichael called the meeting to order at 7:30 PM.

Board Members In Attendance

Victor Carmichael, David Hirzel and Paul Clegg were present.

Others in Attendance -

Dave Esty, representing The Manor Association, joined the meeting in progress.

2. Review Agenda and Annual Calendar

The Agenda was reviewed with a request to add for discussion under Old Business, Maintenance Items, Contract Services, Item C-“Bridge Repairs” and under New Business, Item E-“Ping Pong Table Purchase”. The Agenda was approved as amended.

The 2009 Annual Calendar was reviewed with no additions or corrections requested.

3. Presidents Report

President Victor Carmichael introduced Mike Dawson of Mr. Pipes Plumbing, who offered a presentation on water saving toilet appliances. High efficiency toilets using 1 gallon per flush verses the standard three or more gallons per flush can result in water savings of 5,000-6,000 gallons per year. Rebates for homeowners of \$50 per toilet are presently being offered through the City and manufacturer. Several models of water saving fixtures are available with the Sydney Coroma model being recommended. A discount of \$100 can be offered for installations if 10 or more toilets are ordered.

The return on investment interval is not known but the Association presently budgets \$39,500 for annual water use. Management will provide vendor with copies of water billings per building for assisting in owners submitting their rebate forms.

The Board noted responsibility for plumbing repairs as being the flange the toilet bolts down to is Association responsibility with the angle stop valve providing water supply to the toilet being owner responsibility. David Hirzel reported having a supply of water saving accessories unit-plumbing fixtures for homeowners use.

Victor thanked Mr. Dawson for his presentation and will arrange to post notice to the membership of his proposed offer on toilet replacements.

Victor reported the Landscaping committee arranging for the removal of the problematic palm and pine trees and scheduling the replanting of the half-moon planter at property entrance. A lack of ice plant at the site of the tree removal was noted, with Ivy and Veronica to be installed. The large tree removal at the east end of the 5003 building had left a bare zone, with the hedge at this location having been revived by the landscapers. The landscaping adjacent to the tennis court was noted as essentially becoming a dog park, and will be spruced up in the future.

4. Homeowner Forum

5011-16 – Real Estate Agent, Tulia Lowe, was present to represent her client.

5015-8 – Owner reported shrub at front of unit not being watered, with no available hose bib in this area. A sprinkler head near the balcony is inoperative and is now in a pedestrian pathway.

Homeowners have expressed general satisfaction on the results obtained by Lasaga Landscaping.

Joseph Higdon delivered to Management clubhouse use fees of \$100 each for clubhouse reservations by 5007-39 and 5015-8. Mr. Higdon submitted an invoice for reimbursement of \$97.10 for replacing a personal hand truck that had come up missing, following the Association hosted clean up day in May and \$28.50 for reimbursement of restroom supplies for the clubhouse restrooms. The Board approved reimbursement of the expenses.

The Board and membership offered their thanks to both Joseph Higdon and Kirk Kloefer for their contributions to the Association.

Results of the responses to installation of speed bumps had obtained three owners against the installation and one owner for the installation. Due to the limited interest, the issue was tabled.

5005-49 owner reported the garage and structure lights at #60 being burned out. A question was raised as to whether mold evident under her washer was a concern, with David Hirzel advising as long as the source of the water had been abated, the mold would also recede.

5015-12 owner noted mold evident at inside of bedroom window of a neighboring unit. David Hirzel noted the lack of ventilation being a primary cause, with a July Newsletter item suggested to address this issue.

50__-__ owner reported low water pressure in the kitchen. Kirk Kloefer will inspect and advise.

Homeowner Forum was closed at 8:40 PM

5. Treasurers Report

Paul Clegg reported several large expenses being incurred, with Shaughnessy Roofing replacement of garage shingles of \$4,000 and \$2,000 in electrical repairs. Audit, Lighting repairs and Plumbing are over budget, year to date.

6. Old Business

- a. Parking – With no parking issues encountered over the last month, no report will be given.

- b. Maintenance issues – David Hirzel reported on two bridge ways serving 5005 and 5011 buildings in need of rebuilding. Kitchen line cleaning will be scheduled in the near future with safety issues also reported with vehicles speeding within the property and installation of speed bumps being suggested.

Interior repairs at 5009-36 are substantially complete, with threshold in work and the oceanside window at #36 to be scheduled.

Remedial repairs to deck having Comcast cables drilled through them will be addressed by Comcast Cable Service.

Bridgeway repairs at north end of 5011 building and south end of 5005 buildings have had temporary shorting installed by Plumb, Square and Level, pending permanent repairs. David Hirzel has met with Eipstein Construction to develop the specification of permanent repairs that will require replacement of 2 major beams and two side guardrails.

Substantial repairs at South end of 5004 needed at the gateway wall. Total rebuild possible, with original construction being part of the problem. David Hirzel reported of his meeting with The GB Group on Wednesday afternoon.

- c. Re-roofing – Jack Wiecks has reported further information being available within one week on the reroofing of 5003 building.

7. New Business

- a. Managers Report

Correspondence issued over the month was reviewed.

The approved garage door replacement at 5001-76, at cost of \$1,778 plus painting of \$275 was forwarded to R&S Erection on 5-19, with installation scheduled for June 20.

TLC Janitorial Service quotation of an additional \$60 per month for weekly service of clubhouse restrooms was reviewed and approved as submitted.

Lasaga Landscaping has confirmed the approved Phase 1 landscape upgrades will begin on June 15 with completion on June 20.

Management was requested to request Lasaga Landscaping to reduce the height of the hedges at the tennis court to improve visibility of vehicle operators.

Roto Rooter quotation in amount of \$1,650 was reviewed for biannual kitchen line cleaning from 2” roof vents to 4” lateral under the buildings. Following discussion, the proposal was approved for scheduling of work.

Bay City Boiler has delivered the spare boiler to the on site maintenance shed. Kirk Kloepfer has arranged space for storage.

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Inspection of 5003 roof by engineer Richard Norris on June 11 will result in written report from Jack Wiecks on or about June 26.

Satellite Dish & Antennae Installation Policy has been mailed to the Membership with the June Newsletter with owners invited to comment at the June meeting.

With no further discussion from the membership forthcoming the Board approved The Satellite Dish & Antennae Installation Policy as written.

A summary report of Work Orders issued for the period of May 19 through June 8 was submitted for review, along with the invoice tracking statement from Plumb, Square and Level.

b. Legislation Update – Berding Wiel Alerts and Davis Sterling Newsletters were submitted for review:

- 1 – Davis Sterling – 05-31-09– Repeat Violations vs. Continuing Violations
- 2 – Berding/Wiel – 05-04-09 – Hang Together or Hang Separately?
- 3 – Davis Sterling –06-07-09 – Court Upholds Ban On Exclusive Cable Contracts
- 4 – Davis Sterling – 06-14-09 – Dating Directors/Bad Directors/Falling Branches

c. Newsletter items requested for July – Happy Pipes Plumbing offer on water saving toilets, mold prevention methods for homeowners.

d. Ping Pong table – David Hirzel inquired on the interest in the Association purchase of a used, high-end ping-pong table for use at the clubhouse. Following discussion, purchase was tabled pending additional access to clubhouse being worked out. Issue to be included in the July Agenda.

8. Secretary's Report

The Draft Minutes of the May 18, 2009 meeting were tabled for review at the July Meeting.

9. Unfinished Business – None.

10. Next Meeting and Adjournment - The meeting was adjourned at 10:00 PM. The next meeting will be held on July 20, 2009.

PACIFIC POINT HOMEOWNERS' ASSOCIATION

Executive Meeting

June 15, 2009

Minutes

DRAFT

1. Call To Order

President Victor Carmichael called the meeting to order at 10:05 PM.

Board Members In Attendance

Victor Carmichael, David Hirzel and Paul Clegg were present.

Others in Attendance -

Dave Esty, representing The Manor Association.

2. 5001-77 Bankruptcy

No further information received since Kevin Frederick advised in correspondence dated April 15, 2009 regarding bankruptcy of Laura Martinez advised the provisions of the Bankruptcy Code prohibits immediate action against owner, but if owner does not abandon the property, a motion in Bankruptcy Court to force payment to post petition assessment can be done. If owner abandons property, the Association may have to write off debt. Further information to follow.

5001-80 – May 26 correspondence from Kevin Frederick to Marina Martinez at 5001-80 advised of a Meet and Confer with an Association Director and directed owner to contact Victor Carmichael.

3. Delinquency review

Review of the updated delinquency listing was conducted on a unit-by-unit basis.

Management advised of L2 collection letters to be issued for 5001-78 and 5007-43.

4. 5003-96 – reimbursement request

Draft Correspondence to 5003-96, was reviewed, regarding HOA reimbursement for damaged floors as a result of the former owners failure to install a suitable sealant to the concrete slab prior to the wood floor installation. Following review, the Board approved the correspondence subject to a revision that would add to paragraph 2, “according to your statement at the March Homeowner Meeting.”

5. Adjournment

Meeting was adjourned at 10:40 PM.