

PACIFIC POINT HOMEOWNERS' ASSOCIATION

Board Of Directors' Meeting

July 20, 2009

Minutes

DRAFT

1. Call To Order

President Victor Carmichael called the meeting to order at 7:32 PM.

Board Members In Attendance

Victor Carmichael, David Hirzel and Paul Clegg were present.

Others in Attendance -

Dave Esty, representing The Manor Association.

2. Review Agenda and Annual Calendar

The Agenda was reviewed with the following requested:

A – Amend Old Business Item C to reflect the Satellite Dish Policy being effective 7-20-2009.

B – Change August meeting date to the 4th Monday (24th) vs. normal meeting on 3rd Monday.

C – Add to New Business – Item F-discussion of clubhouse use.

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

3. Presidents Report

President Victor Carmichael appealed to the membership for owners to fill vacancies to the Board and for the upcoming Annual meeting in September. Repairs to bridge ways at 5005 and 5011 buildings are required to correct major dry rot problems, with quotations being obtained. Phase 1 landscaping upgrades have been completed, with further landscaping issues tabled pending cost identification of bridge way repairs.

Comcast rewiring of the property is forthcoming, with final details being worked out. The presentation last month from Happy Pipes for installations of low water use toilets was reviewed, with one owner contacting vendor for further information. Victor will investigate alternatives to the somewhat pricey quotation by Happy Pipes.

4. Homeowner Forum

5011-24 – Owner reported Comcast providing cable installations at no charge for apartment complexes and wants confirmation of 2nd room installation will remain working with the forthcoming rewiring of the property. The owner was requested to forward an e-mail to Victor with the contact information of the parties he had spoken to. Victor noted the 5003 building having the largest number of problem reported, of those responding to the survey

5005-49 – Owner reported owner at \$40 dumping briquettes into garden area. Following a request to cease such activity, the briquettes are now reportedly being dumped on plants on the front of the building.

Unknown parties were reported leaving food in the garden, attracting pests. A Newsletter item was requested on this issue.

5003-90 Owner inquired on status of roof replacement a 5003 building, with the Board advising the issue to be discussed later in the Agenda.

5009-35 - Satellite dish installations were reviewed, subsequent to the guidelines being issued, with owner stating he has had a dish installed for five years.

5. Treasurers Report

Paul Clegg reported expenses staying ahead of budget. Bimonthly water billings have noted a 22% increase in expenses. Water savings through add on appliances within individual units was recommended. The Budget, year to date was reviewed. Insurance payment plan is being utilized to avoid an over budget condition. Otherwise, budget is in relatively good condition.

6. Old Business

- a. Parking – No report given.
- b. Maintenance issues – Reroofing of 5003 building reviewed, Jack Wiecks correspondence reviewing the 3 bids to date with recommendation to create new specification for rebidding. The Board approved proceeding with the Wiecks recommendation with the revised bids to include working around the rooftop boiler versus removal of the boiler.

Water intrusion repairs were reviewed. Doors at #24 and at building 5009 will be addressed this season. With #70 window installation repaired. Trim at #24 is on Kirks list of items to be scheduled, and will accelerate the scheduling for #24. Interior repairs at #24 were reported by Kirk in February with carpet from patio to entry damaged. Tentative agreement was noted of 2/3 of the cost to be honored by HOA and 1/3 by owner, with the homeowner to submit a cost estimate for the Boards review.

David Hirzel reported on two bridge ways serving 5005 and 5011 buildings in need of rebuilding. Two contractors have inspected the areas to date with costs forthcoming. Management requested to contact The GB Group for status of their quotation.

Management was requested to confirm cost for Draeger to rebuild the bridge way of 5009 serving #32 in 2005.

- c. Landscaping issues were reviewed. As noted in the Presidents Report, Phase 1 landscape upgrades have been completed. Remaining to be addressed are the renovations of the tennis court entry at the dead zone with new, low water use groundcover and mulch

The vacant area at 5003, where the tree was removed, will have area roto-tilled by landscaper prior to replanting as part of a future project. Volunteers to organize this project were requested.

7. New Business

a. Managers Report

Correspondence issued over the month was reviewed. Management was requested to resend correspondence to #96 pertaining to wood floor replacement.

Comcast rewiring correspondence over the month was reviewed. Victor is working directly with Comcast to expedite a test wiring of the 5005 building.

Garage door replacement was reviewed, with the Board requesting R&S Erection confirm future garage door replacement use plywood strap to join trailers and garage doors.

TLC Janitorial Service approved quotation of an additional \$60 per month for weekly service of clubhouse restrooms has resulted in this additional service being provided as of the last week in June.

Landscaping issues were discussed earlier in the meeting.

Roto Rooter quotation in amount of \$1,650 for biannual kitchen line cleaning was completed on July 8.

Satellite Dish & Antennae Installation Policy was approved on June 20 and becomes effective on July 20, 2009.

A summary report of Work Orders issued for the period of June 22 through July 2 was e-mailed to the Board on 7-20 along with the summary of expenses from Plumb, Square and Level.

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

- 1 – Berding/Wiel – 06-18-09– ECHO Seminar Recap
- 2 – Davis Sterling – 06-21-09 – No Show Director/Pros & Cons of Cumulative Voting
- 3 – Davis Sterling –06-28-09 – Board Mismanagement /CC&R Amendments
- 4 – Berding/Wiel – 07-02-09 – Private New Towns
- 5 – Davis Sterling – 07-05-09 – Removing Committee Members/verifying complaints
- 6 – Berding/Weil – 07-16-09 – Comm. Associations in the 21st Century
- 7 – Davis Sterling – 07-19-09 – Numbered Ballots/Management Proxies

c. Newsletter items requested for July – Directors needed for the Board. Victor will be stepping down.

d. Clubhouse use/ping pong table purchase. Volunteers to overview clubhouse use was requested prior to consideration of purchase of clubhouse equipment.

8. Secretary's Report

The Draft Minutes of the June 15, 2009 meeting were tabled for review and approval via e-mail.

9. Unfinished Business – None.

10. Next Meeting and Adjournment - The meeting was adjourned at 9:15 PM. The next meeting will be held on August 24, 2009.

PACIFIC POINT HOMEOWNERS' ASSOCIATION

Executive Meeting

July 20, 2009

Minutes

DRAFT

1. Call To Order

President Victor Carmichael called the meeting to order at 9:20 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. Victor has confirmed no contact from owner received.

5001-78 – Notice of Trustee Sale of unit on 7-15-2009 was reviewed. Contact from new owner bank forthcoming.

3. Delinquency review

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

Management advised of L1 collection letter to be issued to 5005-52,

L2 filing anticipated at 5015-10

L7 letter to be issued to 5017-65

Short sale pending at 5007-432 collection letters to be issued for 5001-78 and 5007-43.

4. Adjournment

Meeting was adjourned at 9:45 PM.