

**Pacific Point Homeowners Association**  
**Board of Directors Meeting**  
**Minutes – January 15, 2019**  
Rescheduled from January 8, 2019

• **Board Attendees:**

President: William Trichon (Billy P)  
Vice-President: Richard Engelhardt (Rich)  
Recorder: Steven Rhodes (absent)  
Treasurer: Clifford Lawrence (Clif)  
At Large Director: Janet Laurain

• **Others Attending:** Manor Manager David Esty, Kirk Kloefer

• **Call to Order:** Billy P. called meeting to order at 7:03 PM with four directors present.

• **Review and Approve Agenda and Calendar:**

- Agenda:
  - Motion to Approve agenda by Billy. Second by Rich.
- Calendar:
  - Motion by Clif to approve calendar with requested revisions by Clif. Second by Billy.

• **Homeowners Forum:**

- Helen Karr 5009-34 (28 year owner)
  - Water Intrusions continuing. Axis to inspect this Thursday. Resolution of issues delaying opportunity to rent property.
  - Plans to establish as rental:
    - Property Management Company will manage rental for owner.
    - Provide copy of CC&R's to each leasing tenant
    - Provide Manor Inc. with contact information
  - Entry Door Problems – door warped
    - Able Window can inspect and advise on replacement door.
      - Should be in continuity of community design, solid and of standard color.
      - Able Window does not paint. Kirk can paint new door.
- Carol Young 5005-49
  - Lights: Report of lights repeatedly going out, including light at side of garage 50.
  - Got work order for light issues.
- Michael Muhlenkamp 5015-9
  - Deck water leak: On Kirk's Priority One list.

- **Garage Doors**
  - Motion to approve \$9,400 for replacement of four additional garage doors by Billy. Second by Janet. Specifically garage doors: 7/10, 21/22, 40/41 and 81/82.
  - Manager will forward appropriate signed documents and make arrangements with R&S.
- **Fire Systems**
  - Five Year Certification process started. Need to relocate backflow valves to above ground. This might involve more than one location. One known near 5001, another suspected across from tennis court.
- **Clearing Pine Needles from Garage Roofs**
  - Motion to approve \$1,200 to Green Mountain for removal of pine needles on ten (10) garage roofs by Billy. Second by Rich & Janet. Specifically the following garages:
    - 4-1-7-10
    - 2-5-8-11
    - 9-12-13-14-15-16
    - 17-18-19-20
    - 33-36
    - 49-50
    - 58-52-53-54
    - 55-56-51-57
    - 59-60-81-82
    - 68-67-66-65
  - To be scheduled weather permitting.
  - Kirk warns the cleaning may produce new leaks.
- **Maintenance by Kirk**
  - **Structural Repairs**
    - Bldg 5001-78/80 entry staircase beam replacement: \$10,524.60 by Axis
      - Motion to approve by Janet. Second by Clif.
    - Bldg 5009-28 new 4x4 pressure treated wall post: \$4,491.90 by Axis
      - Motion to approve by Janet. Second by Billy.
    - Bldg 5003-94/97 stairwell wall replacement: \$19,558.44 by Axis.
      - Motion by Janet. Second by Billy.
    - Bldg 5015 #9 patio deck replacement - \$12k-\$28k. New leaks; wall leaning. Replace deferred to 2020.
  - 5009-34: Kirk reports it could not reproduce leak. Axis will review this Thursday. Kirk believes heavy wind pressure against bottom weep holes may be driving moisture into wall. One proposed solution is to place wind break at wall ground level.
- **FIRE: 5017-61**
  - Owner reports fire in chimney flu resulted in damages. Seeking HOA coverage.
  - Manager reports chimney at 61 inspected in 2015 and received at least three unsatisfactory findings. No reports received of follow-up remedial work by owner since that time. Full details on cause of fire and extent of damages are not known. To be referred to Insurance company for resolution.
- **Parking**
  - Owner in unit 5011-24 has filed complaint of apparent monopolizing of parking space.
  - Clif inquired if Manager has had response from Bay Cities Patrol regarding their patrol report of dates and times. Manager will investigate.
- **Trees:** WO issued to Bay Area Tree for trimming limbs contacting 5003-98.

- **Director tendered resignation:** Richard Engelhardt, HOA Board Vice-President, tendered his resignation at the conclusion of the meeting. He and his wife will be moving this month to the Poconos in Pennsylvania.
  - The Board Directors regret the loss to the Board; but grateful for Richard's thoughtful care and support. He will be missed. We wish he and his wife the best in their future.
  - Online Bank Access will need to be transferred to Treasurer. Manager will address Strongroom.
- Motion to adjourn at 9:10 PM by Billy. Second by Clif.

B. H. P. H. 2/5/18