

PACIFIC POINT HOMEOWNERS ASSOCIATION

Board of Directors Meeting February 4, 2020 Clubhouse – 7:00PM Draft Minutes

- **Board Attendees:**

x	President	William (Billy) Trichon (BP)
	Vice-President	Vacant
X	Secretary	Anna Dennis (AD)
X	Treasurer	Clifford Lawrence (CL)
X	At-Large Director	Paolo Frediani (PF)
X	At-Large Director	Janet Laurain (JL)

X = in attendance

- **Others Attending:**

x	Manor Association, Manager	Mark Borson (MB)
x	On-Site Contractor	Kirk Kloepfer (KK)
x	Architectural Committee	David Herzel (DH)

X = in attendance

- 1) Regular meeting session called to order at **7:02 PM**
- 2) Review and Approve Agenda and Annual Calendar:
 - a) Both Agenda and Annual Calendar approved
- 3) Homeowners Forum (*This is a limited time for owners to bring policy matters to the Board's attention. Each owner who wishes to address the Board may submit their issue in writing for consideration. To ensure ALL agenda items of business are addressed, Homeowner Form will be limited to 5 minutes per owner, for a total of 30 minutes.*)
 - a) 2 homeowners in attendance
 - b) One homeowner inquired about the newsletter and suggested posting guidance on recycling in the newsletter and near the recycle bins
- 4) Secretary's Report – Approve Draft Minutes:
 - a) January 14, 2020 – **MSC** - Regular Meeting minutes approved as presented
- 5) Treasurer's Report – Review and Accept November 2019 and December 2019 Financials
 - a) **MSC** – both reports approved as presented
- 6) Committee Reports
 - a) Architectural Committee
 - 5005 #50 – Windows installation – updated proposal approved as presented -

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MSC

- 5007 #44 – Asbestos Ceiling Removal – Architectural application approved as presented - **MSC**
- b) Landscaping Committee – Victor not present, however board discussed that there is still brush, ice plants, and debris to be cleared. **Action Item:** MB to follow up with landscaping company to clear remaining plants and debris due to fire hazard
- c) Volunteer Opportunities – no report

7) Old Business

a. Maintenance issues

1 – Contract services

a. General building/water intrusion repair status – AXIS Construction

b. 2020 projects + remaining dry rot issues

a. 5001 – termite control

b. Buildings 5003 and 5005 will need additional work this year to address dry rot.

c. Per Kirk, at least 4 buildings may need new roofs and new boilers.

d. The scope and size of the work for 2020 is anticipated to be large and may exhaust reserve funds. **Action Item:** MB will include financing options on the March meeting agenda.

e. **Action Item:** Kirk will add ADA “grab rails” to any entry steps that do not have them, for example at building 5005.

f. Bulky Item Pickup: 2 smaller dumpster boxes may fit instead of one large one. Boxes will be placed across from garage 65 and 66.

Pickup still planned for Feb 2020.

2 – Landscaping issues – see landscaping committee report above

a. Fish + Bowl area ongoing appeal + survey property line.

b. Follow-up/action items

8) Business at Hand

a. Maintenance Report -Plumb, Square and Level

a. 5001 – termite repair ongoing.

b. Boiler valve replacements – current bids to be revised. **Action Item:** MB to solicit new bids.

b. Manager's Report- Review of Calendar, Action items, Work order Summary - see items above

c. Ratify Expenditures

d. Newsletter item/website updates

e. Boiler Replacement Proposal at 5005 Bldg. – Bay City Boiler. – Boiler will be purchased, but not replaced right now. **MSC** Proposal amount of \$37,183.

f. Roof Replacement Proposals – 5005 Building - tabled

g. New Pathway Lighting Proposal (AXIS Electric) – Clubhouse Area - tabled

h. New roof top Valve Proposals – **Action Item** – MB to request re-bid

i. New Election Rules Draft

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- j. Security Cameras Discussion – current cameras go out frequently and are not reliable. No one is getting alerts when they go out. **Action Item:** MB to follow up with vendor.
- k. Gutter/Downspout Repairs Proposal (Hargens) **Action Item:** MB to get a second bid
- l. Additional Walk in Items

Regular Meeting adjourned at 8:50PM.

Scheduling of Next Meeting –Regular Meeting: Tuesday March 3, 2020

Bill Pugh
3/3/20