

TRACT 4494 HOMEOWNERS ASSOCIATION (AKA ARBOR HILLS HOA)
BOARD OF DIRECTORS MEETING –REGULAR SESSION
JANUARY 8, 2019
MINUTES

CALL TO ORDER

The meeting was called to order by Vice President: Brian Thompson at 6:02 PM. The meeting was held at 796 Paseo De Leon graciously by Stuart & Elaine Goodman, due to the meeting room was not available for entry.

ROLL CALL

Present: Vice President: Brian Thompson, Secretary: Rebecca Henle, Treasurer: Jeff Moore & Member at large Diana Falberg

Absent: President: Paul Smith

Guests: Cheri Conti Association Manager, Assistant Manager and Recording Secretary Raymond Melero of Spectrum Property Services.

III. APPROVAL OF AGENDA

The agenda was approved as presented, per Board consensus.

IV. OPEN FORUM

V. APPROVAL OF MINUTES

Jeff made a motion to approve the October 9, 2018 regular meeting minutes with the correction of Brian and Diana's officer titles Rebecca seconded, motion was approved.

VI. TREASURER'S REPORT

Financial Statement, Operating/Reserve Accounts for October & November 2018
Provided to Board of Directors

Treasurer to report the following for month ending October 2018:

Beginning Balance Operating	\$78,308.97
Operating Cash Balance	\$76,267.33

Beginning Balance Savings	\$490,353.23
Savings Account Balance	\$490,353.23

Treasurer to report the following for month ending November 2018:

Beginning Balance Operating	\$76,267.33
Operating Cash Balance	\$77,233.73

Beginning Balance Savings	\$496,824.28
Savings Account Balance	\$500,700.27

The Association's bank reconciliations and reserve accounts have been reviewed by the entire Board of Directors.

VII. COMMITTEE REPORTS

Architectural – The Board reviewed the architectural items

The Board reviewed the request to repaint the home at 801 Paseo De Leon, the request was approved prior to the Board meeting.

Landscape – Board discussed and reviewed landscaping items

Jeff will be working alongside with Brightview Landscape Maintenance to discuss the proposal to remove the surface roots and install a root barrier near 823 Alderdale Court

The Board elected to unanimously approve the proposal submitted by Brightview to install shrubs near the gate to Lynn Road and renovate the irrigation accordingly in the amount of \$733.22, the amount (\$578.89) for the shrubs will be deducted from line item #7515 & modifications to the irrigation (\$154.33) will be deducted from line item #7503 from the budget.

The Board elected to unanimously approve the proposal from Brightview to demo the groundcover and install new lantana near the Paseo De Leon Planter area. The total amount for the work is \$1,455.10 not to exceed amount.

Jeff mentioned at the meeting that the landscapers are possibly not following the quadrant map for each section of the association as landscapers jump from area to area throughout the month no actual pattern being followed.

VIII. MANAGEMENT REPORT

Various reports, logs, and correspondence provided as information only.

Repair & Maintenance

Rebecca reported that the paint to the back vehicle gate does not match the rest of the gate that was not painted as there is a different shade of black. Manager will relay to contractor to have address accordingly.

The Board reported the light fixture (when facing the property) to the right and left hand side the low voltage lights are not turning on to the back vehicle gate entrance to the property.

Delinquency Report – No action needed at this time.

Violations – The following violations were reviewed at the meeting

No violations at this time.

D. Appeals – Action was taken after addressing with individual homeowner(s) mentioned below;

792 Alderdale – Geng Zhang – The request for removal of the violation for the barking dog has been denied by the Board of Directors.

799 Alderdale - Shoushu Jiao – The violation for the light fixture at the entrance of the property has been corrected and installed. No action at this time.

766 Alderdale – Naushin I. Sheik – The Board elected to deny the request to remove the violation for parking as the parking violations continue and is witnessed by multiple residents.

758 Huntsdale – Shinlin Hu & Xiaonan Hong – Homeowners attended meeting to appeal the parking violations as the vehicles listed in the violations do not belong to the property as they are neighbors vehicles. Manager will forward the violations to the Board to review and address accordingly.

IX. OLD BUSINESS

X. NEW BUSINESS

The Board requested that Gordon Miller of General Paving Management be invited to the March 12th meeting to discuss the asphalt at the property.

The Board reviewed the increase to the insurance for the fidelity bond pursuant to the Civil Code effective January 1, 2019. There was no fee from Steve Reich of Farmers Insurance to increase the fidelity bond for the association.

Multiple violations were reported to Cheri Conti and manager will send out violations accordingly.

The Board discussed the matter of the July 2019 Summer Party and has elected to discuss in greater detail in the following months to coordinate the event with proper notice.

It was reported to management that the Birds of Paradise are overgrown near the pedestrian gates to the main entrance of the community.

XI. NEXT MEETING

The next Meeting is scheduled to be held on March 12, 2019, at 6:00 PM at First Christian Church, 801 Knollwood Drive, Newbury Park, CA.

XII. ADJOURNMENT

The meeting adjourned at 7:00 PM per Board consensus.