

**ANACAPA WALK CORPORATION
BOARD OF DIRECTORS MEETING**

MINUTES
AUGUST 17, 2017

105 E. Pt. Hueneme Road, Pt. Hueneme, CA

I. CALL TO ORDER / ROLL CALL

The meeting was called to order at 5:00pm by Vice-President Kathryn Grimes.

II. ORGANIZATIONAL MEETING – Motion by Scott Moken to approve Kathryn as President, Scott as Vice-President and Barbara as Treasurer, second by Kathryn Grimes. Approved.

III. ROLL CALL

Present:

President: Kathryn Grimes

Vice-President: Scott Moken

Treasurer: Barbara Castro

Also present: Colleen Scott, Anchor Community Management

IV. APPROVAL OF MINUTES

Minutes of the May 11, 2017 Board meeting, minutes of the Special Board Meeting on June 24, 2017 and minutes of the Special Board Meeting on August 6, 2017. Motion by Kathryn Grimes to approve all minutes, second by Scott Moken. Approved.

IV. OPEN DISCUSSION FOR HOMEOWNER – three other owners were present. Owner of # 505 Starboard asked that the Board remove the fines levied on his account as a result of stucco discoloration. Board advised they would consider the request in their executive meeting. Manager will let them know the results within one week.

V. TREASURER'S REPORT – June 2017 was presented by Barbara Castro. Motion to approve by Kathryn Grimes, second by Scott Moken. Approved.

Per Civil Code §5500 the Treasurer has reviewed a current reconciliation of the Association's reserve accounts and operating accounts. The Treasurer has also reviewed actual reserve and operating expenses as compared to the current year's budget as well as the latest account statements for the financial institutions where the Association money is held. The Treasurer also reviewed the income and expense statement for the Association's operating and reserve accounts.

VI. OLD BUSINESS

A. Ground water issue in front of 472 Starboard Ln. – Kathryn advised the some of the Board met with a Geotechnical engineer on site earlier in the week. Board will provide him with requested documents and await his assessment of the issue.

VII. NEW BUSINESS

A. Architectural Committee Report:

1. Kathryn advised that the committee would like a general letter to go out to owners reminding them that wood trim and Styrofoam needs to be painted, that gutters need to be cleaned and fireplaces and chimneys need to be in good working order.

B. Landscape Committee Report – Lavonne Timm presented a map showing the locations of various landscape Activities, such as dead plants, graffiti and grass issues. She provided the actions taken to resolve each issue. Lavonne also advised that the eucalyptus tree on Ventura Rd. has not been trimmed since 2015. The cost to trim at that time was \$5,000+. Lavonne also advised that mulch was laid down last year along Ventura Rd., but Clara has not received any mulch. These two items should be considered budget items.

- DRAFT -

1. Kathryn asked the Board to consider a monthly budget of \$200 for the landscape committee to use for Landscape issues, as they see fit. Other Board members asked that the amount be more. Motion by Scott to allot \$250 per month to the landscape committee, second by Barbara Castro. Approved.
- C. 2016 Year End Financial Review – Motion by Kathryn to approve, second by Barbara Castro. Approved.
- D. 2018 Reserve Study Summary – Motion by Kathryn to approve, second by Scott Moken. Approved.
- E. 2018 Draft Budget – reviewed. Barbara asked that \$4100 be budgeted each year towards tree trimming.
- F. Work Order Log – reviewed by Board.
- G. Description of Work Required on Two Sets of Stairs and 2 proposals to complete work - Board reviewed proposal from Chateau Landscape in the amount of \$1,200.00 and 2 proposals from Full Spectrum Concrete in the total amount of \$3,400. Manager served as a reference for Chateau Landscape’s work having used this company for many years. Motion by Kathryn to accept the Chateau proposal, second from Scott. Approved.

VIII. NEXT MEETING DATE/ADJOURNMENT

The next Board meeting will be on the 3rd Thursday of October, on the 19th. 2017.

IX. ADJOURNMENT TO EXECUTIVE SESSION

The meeting was adjourned at 5:58pm.

Board then met in Executive Session to consider delinquencies, violations, foreclosures, third party contracts and any legal matters.