

SYCAMORE CREEK HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING MINUTES

JUNE 6, 2018

6:30 PM, OFFICE OF ANCHOR COMMUNITY MANAGEMENT

I. CALL TO ORDER / ROLL CALL

The meeting was called to order by President James Bond at 6:32pm. Also present were Donna Talent, Maureen Hernandez, Donna Atkins, Catherine Parker and Patrice Banyai. Martina Renville arrived at 6:45pm.

II. BOARD TO CHOOSE POSITIONS

Jim called for nominations the various Board positions.

MTA by Jim Bond for Jim to continue as President, second by Maureen Hernandez. Approved 5 in favor, with one abstention.

MTA by Maureen Hernandez for Maureen to continue as Vice-President, second by Jim Bond. Approved 5 in favor, one no.

MTA by Maureen Hernandez having Donna continue as Treasurer, second by Jim Bond. Approved 6 – 0.

MTA by Jim Bond for Donna Atkins to continue at Secretary, second by Maureen Hernandez. Approved 6 – 0.

The 3 remaining Director positions will be filled by Martina Renville, Catherine Parker and Patrice Banyai.

III. APPROVAL OF MINUTES

Patrice asked that item III of the April 4, 2018 minutes more accurately reflect her intentions. Manager agreed to change “Old Business” to “Unfinished Business” and which will reflect the status of approved items so Board can follow up on outstanding items.

MTA by Catherine Parker the minutes, as amended of the April 4, 2018 meeting, second by Donna Atkins. Approved.

IV. HOMEOWNER COMMENTS

Catherine Parker expressed concern about the duck poop on the pool deck.

V. TREASURER’S REPORT –April 2018 report – Donna reported that the association is under budget about

\$11,000 to date this year. Donna further explained how the landscape proposals are being funded.

MTA by Catherine Parker the April 2018 financial, second by Maureen Hernandez. 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. BOARD BUSINESS

A. Proposed Ethics Code – Jim explained the manager found this document in the Sycamore Creek files from 2010. Board discussion about the wording and intent of the document. MTA by Jim Bond the ethics code without the signature line, second by Maureen Hernandez. Not approved 3 -4. Jim asked that the minutes reflect his voting in favor of the ethics code.

B. Rodent Control Proposals – Board reviewed proposals and most members were not comfortable with bait stations as the dead rats are eaten by other prey that then can become poisoned. Board discussed an alternative method of control presented by the manager. MTA by Patrice Banyai the installation of 2 owl nesting stands

at the approximate cost of \$550 each, second by Donna Talent. Approved 7-0.

- C. Bat Entry** – Board discussed the situation of a bat entering a unit. Owner was encouraged by Health Dept. to have the vaccine shots administered to her. Owner is seeking reimbursement. MTA by Donna Talent to decline to pay and have legal counsel advise the owner in writing, second by Donna Atkins. Approved.
- D. Pool Hours/Lockup Services** – MTA by Patrice Banyai to forgo this service this year, second by Donna Talent. Approved to forgo service 4-2 with one abstention.
- E. Painting Proposals** – Board reviewed six proposals. Board narrowed down the number of proposals to consider to three; Premier Commercial Painting, J & S Restoration Painting and Select Painting and Construction. Board asked manager to ascertain if the wax migration issue and resolution is included in each proposal, as it was mentioned in only one. Manager advised there is a tremendous amount of wood replacement that will be necessary. MTA by Catherine Parker to soliciting prices from each of the 3 paint companies for the wood work, second by Patrice Banyai. Approved 7 -0.
- F. Holiday Decorating Contest** – Board discussed. Manager shared comments made by two other Sycamore Creek owners about last year's contest winners. They did not think it was a good idea to let Board members win the contest. MTA by Patrice Banyai to have the association contribute \$200 towards prizes and not let Board members win, second by Catherine Parker. Approved 5 -2.
- G. Sycamore Creek Monument Sign** – Board reviewed submissions from 2 sign companies. MTA Donna Talent the proposal from FastSigns in the amount of \$2,904.10 with caveat that the colors will be decided by the Board, second by Patrice Banyai. Approved.

Manager advised she had researched past minutes to determine if a policy was made by a previous Board regarding adding and removing other signage, such as speed limits, no trespassing, etc. She determined no policy was ever developed.

- H. Landscape** – report and proposals reviewed by Board.
 1. Proposal #1283 – page 30 – MTA by Patrice Banyai to table until the end of the planting project, second by Martina Renville. Approved.
 2. Proposal #1282 – page 32 – Board agreed that it does not appear that the 80 plants recommended will fit in the area described. Manager to obtain clarification.
 3. Proposal #1281 – pages 34-35 – MTA by Jim Bond this proposal in the amount of \$ 1,952.00, second by Patrice Banyai. Approved.
 4. Proposal # 1275 – pages 36-37 – MTA by Donna Talent this proposal in the amount of \$5,682.50, second by Maureen Hernandez. Approved.
MTA by Donna Talent manager obtaining a proposal for the area off of Ponderosa entrance/exit and along the wrought iron fence and west, second by Patrice Banyai. Approved to obtain proposal.
Maureen asked that a proposal be obtained for area behind #637.

Board reviewed correspondence from an owner who is concerned about people walking through areas and trampling plants. No action.

- I. Plumbing Proposals** – Board reviewed proposals for Quality Plumbing to hydrojet sewer main lines, as required by City and send camera down each clean out. MTA by Catherine Parker both proposals in the total amount of \$ 5,800, second by Patrice Banyai. Approved.
- J. Request for Removal of Tree** – Board reviewed correspondence from an owner wanting a pine tree near his patio removed because of sap, pine cones and needles dropping, etc. No action.
- K. Non-Owners at meetings** - MTA by Catherine Parker to table this unless there is time at the end of the meeting to discuss, second by Patrice Banyai. Manager suggested she discuss this matter with attorney when she contacts one regarding another issue. Agreed. No vote required.
- L. Rules Revision** – no action. Board will come back to this, time permitting.

VII. MANAGER'S REPORT

- A. Work order history** – reviewed.
- B. Electric & Water usage reports** – reviewed by Board.

VIII. NEXT MEETING DATE /ADJOURNMENT

Next regularly scheduled Board meeting date is scheduled for August 1, 2018. Board adjourned at 8:16 to Executive Session to consider delinquencies, violations, foreclosures, and/or legal matters and contracts with 3rd parties.

This meeting reconvened at 8:18pm. Board agreed to not work on rules revision at this meeting.

Meeting adjourned at 8:21pm.