

**SYCAMORE CREEK HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**AUGUST 2, 2017**  
**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 6:30pm. Also present were Catherine Parker, Donna Talent, Martina Renville and Patrice Banyai. Donna Atkins and Maureen Hernandez were not present.

**II. APPROVAL OF MINUTES**

MTA by Donna Talent the minutes of the June 7, 2017 meeting, second by Catherine Parker. Approved.

**IV. GUEST** – Mark Roling and Gilbert Zaragoza from Natural Green Landscape were present to discuss landscaping with the Board. The Board shared their concerns with the lack of progress that has been made on the list of items shared with Ron on a walk through. Board and Gil also discussed the schedule of the crew being on the property. Currently, there are two men two days a week. Some Board members expressed an interest in having the crew be on-site more days. Gilbert suggested that he could have them be on site 3 days a week for the same amount of hours (32) that they provide now. Three days would ensure the community is kept cleaner. All present agreed to this proposed new schedule of 3 days a week. Gilbert was also asked for a schedule of the jobs for which the crew is responsible. He agreed to provide.

**V. HOMEOWNER COMMENTS** – two other owners were present and shared their thoughts. Board members also shared their concerns.

**IV. TREASURER’S REPORT** –June 2017 report presented by Donna Talent, Treasurer. Donna advised that all is well financially and that reserves are approaching the million dollar mark. MTA by Catherine Parker, second by Patrice Banyai. 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.**

**V. BOARD BUSINESS**

**A. Lien Vote** – MTA by Donna Talent placing a lien on lot # 23, second by Catherine Parker. Approved.

**B. Law Requirements for HOA Meetings** – “Duty of Loyalty” per Corp. Code §7231(a) – Jim led a discussion with the Board on this information.

**C. Tree Trimming Proposals** – Board reviewed 3 proposals to trim the perimeter trees. Manager advised that another tree must be added to the list as it is lifting the creek. MTA by Donna Talent the proposal from Urban Trees in the amount of \$9485 + the additional tree removal cost, second by Catherine Parker. Approved.

**D. 5 Year Sprinkler Test** – manager reported testing and repair of the fire sprinklers and alarms on the ‘island units (779-789) is now completed to the satisfaction of the Fire Dept.

**E. Extending Heating Pool until later in year** – Board discussion. MTA by Catherine Parker extending the heating of the pool and the lock and unlock service until October 8, 2017, second by Patrice Banyai. Approved.

**F. Projects Status** – manager provided status on various projects. Creek work has begun; creek bridge replacement is scheduled to begin September 12th. Creek work and bridged will not conflict with one another.

Asphalt work is scheduled for Sept. 19th and may have to be moved back again.

**G. Pests/Rodents** – Board discussion re: unit 681. Although pest technicians agreed that the visible rat droppings in the laundry room are not recent, manager was tasked with contacting owner and advising them they must clean up the area within 2 weeks.

**H. Manager Disclosure** – reviewed by Board. No action required.

## **VI. MANAGER'S REPORT**

**A. Work order history** – reviewed.

**B. Electric & Water usage reports** – reviewed by Board.

## **VII. NEXT MEETING DATE /ADJOURNMENT**

Next regularly scheduled Board meeting date will be October 4, 2017. Board adjourned at 7:51 pm to Executive Session to consider delinquencies, violations, foreclosures, and/or legal matters and contracts with 3<sup>rd</sup> parties.