

## **BOARD OF DIRECTORS MEETING**

**November 10, 2009**

The Board of Directors Meeting of the Eastview Patio Homes II Association was held on Tuesday, November 10, 2009 at the Eastview Community Center, pursuant to the notice thereof sent to all Board members.

It was determined that a quorum was present and the meeting was called to order by the President, Doug Evans at 1:01 p.m.

**Directors present:** Doug Evans, Kay Rodricks, Priscilla Kersey, and Ron Filson.

**Directors absent:** Joan Metcalf-Brusseau.

**Also present:** Joan Francis, Jim Vitale, and Wendy DeVuyst.

### **MINUTES OF PREVIOUS MEETINGS**

- A. The minutes of the previous meeting of 10/13/09 were reviewed and the following correction was noted: On page 1, under "Member Participation", item "A", second bullet, the first sentence should read, "The owner at 17704 Bellechase has artificial flowers in flower boxes ...". A motion was duly made by Kay Rodricks and seconded by Cilla Kersey to approve the minutes from the Board meeting of 10/13/09 as corrected. Motion carried.
- B. The Board will review the minutes of the Executive Session meeting of 10/13/09 in Executive Session as there are corrections. The Board discussed litigation, disciplinary action against an owner, and bids for landscape maintenance contract at this meeting.

### **MEMBER PARTICIPATION**

A. **ARC Report** – Joan Francis reported on the following:

- 17782 Bellechase – Approved plans for the house on this lot.
- Solar panels may become an issue now that the City has a new program for financing solar panels. The ARC is developing guidelines for installation of solar panels. Discussion.
- Problems with people turning in applications to ARC after work is done. These problems are mostly in Patio I.
- Flower Boxes at 17704 Bellechase – The owner submitted an application for the flower boxes and the ARC will be discussing the application at their meeting today.
- Stepping Stones at 11956 Voisin – These were approved by ARC and Ron Filson will oversee the installation.

### **COMMITTEE REPORTS:**

A. **Landscape** – Ron Filson

- **Contractor Report** - Jim Vitale had nothing to report other than on the water situation.
- **Walk Through/Punch List Items** – No formal punch list. Mr. Filson drove through and a few small items were noted. A bee problem was noted on Bellechase.
- **Tree Removal Requests from Owners:** Requests for some tree trimming where the trees were hanging onto roofs. It was felt that we need to address the front yard trees before we do the slope trees to address these issues. A bid of \$11,900 was received for this work. A motion was duly made by Ron Filson and seconded by Cilla Kersey to approve this bid. Motion carried. The work will be done this month.

Committee Reports (continued)

- **Water Usage** – Vitale has been checking the controllers and adjusting them to water on appropriate days and only once a day. They feel there will be a significant savings in water this month. The Board noted that we are well over what we used last year to date. Vitale will be monitoring the controllers weekly. Mr. Filson received a letter from Jim Dillard that the slope behind Parlange was being watered 25-30 minutes three times a week. Mr. Vitale reported that all the lawns are set for 10 minutes, except for the large area on Devereux which is set for 25 minutes, 3 days a week. The slopes are set for 25 minutes. Mr. Vitale is following up on this matter. The Board noted that almost half of the meters went up in use rather than down over the previous years. The Board feels we need to read the water meters ourselves at least monthly to monitor the usage. Discussion.
- Have a bid of \$267 to repair a front yard on Tretagnier where the owner is doing major remodeling work. The owner will pay for the repairs.
- A tree stake in the Common Area punctured an owner's sewer line and we had it repaired at our expense. The cost was about \$350 for the repairs, plus the plumber's bill.
- Workers at the new house under construction on Bellechase cut our irrigation lines when they dug the sewer lines. They will pay for all repairs.
- Kay Rodricks received a call from the owner at 18121 Chretien regarding pine trees that need to be trimmed. Mr. Filson will follow up.
- We have the backflow forms for the annual testing. Mr. Filson has spoken with a contractor that will charge \$40 per device for inspection.

**B. Finance** – Joan Brusseau was not present. Doug Evans reported.

- **Financial Statement (10/31/09)** – The financial statement ending 10/31/09 was reviewed and approved. We are \$10,138 to the negative year-to-date in net income. We have \$24,041 in the Reserve account. We have a deficit of over \$1000 in the Reserve allocation amount for the year. A motion was duly made by Doug Evans and seconded by Kay Rodricks to move \$2000 from the general account to the Reserves. Discussion. Motion carried. We have \$24,647 in the fire insurance fund. We spent \$12,751 last month out of these funds for the median island work at Devereux and Escala. A motion was duly made by Doug Evans and seconded by Ron Filson to authorize paying for the \$11,900 in front yard tree trimming work out of the fire insurance fund. Discussion. Motion carried. The balance in this fund will be used to pay for the last two driveways to be replaced and the front yard landscaping of the two homes.
- **Review and Approve Checks** – The Board reviewed and approved all checks.
- **Delinquent Accounts** – We have 3 delinquent accounts. One has been liened and a pre-lien warning letter sent to another.
- **Approve Audit Proposal** – We have a proposal from the CPA firm of Lanning & Owens to do the annual audit and tax preparation work for a fee of \$935. Discussion. A motion was duly made by Doug Evans and seconded by Cilla Kersey to approve the proposal of \$935 for the audit work. Motion carried.

**C. Home Inspections** – Cilla Kersey

- **11956 Voisin** – Owner has until 6/30/2010 to complete all work. Ron Filson is handling overseeing this project. The owner has just submitted an ARC application for brown windows and is making progress.

Committee Reports (continued)

- **2009 Home Inspections** – Received back a form from an owner on Devereux refusing to paint the chimney since it was painted 2 years ago, but he did say he had completed removing the dirt from the side of the house. However, we need to check to be sure it has been done. We will request permission from the owner to re-inspect. There are 4 homes on that have not sent in their forms or requested extensions. Certified letters will be sent to those who have not responded asking them to attend the next Board meeting. Extensions were granted to 3 owners.
  - Checked with the fire marshal regarding shake roofs. They said that the only requirement is that when a shake roof needs to be replaced it must be replaced with tile. We will check with the attorney to see if there is any other State ordinance on this matter as to time frame for replacement.
  - **Backyard Inspections** – Policy to be voted on at March 2010 Board meeting. Will put this policy in the January newsletter for member input.
- D. **Newsletter** – Cilla Kersey reported that the newsletter was sent out last month with the budget. Next newsletter to go out in January.
- E. **Hardscape** – Kay Rodricks
- **Sealant for Felt Replacement in Driveways on Tatia** – \$180 was spent to repair the crack.
  - **Painting Stamped Concrete at 17650 Tatia** – Done.
  - **Repairs to Parlange by City due to Water Leak** – The City claims it will be another couple of weeks.
  - **Status of Work on Wall on Devereux** – Done.
  - **Stamped Concrete on Devereux at Escala** – City put asphalt in the crack in the stamped concrete. Ron Filson will talk with the Community Center again about this problem.
- F. **Welcoming** – Kay Rodricks had no one to welcome.
- G. **President's Report** – Doug Evans
- **Neighborhood Watch** – Nothing to report.
  - Received a call from Jameson Hymes on Parlange again about the drainage problem from the Duplex landscaping. We need to continue to follow up with the Duplex Board on this matter.

**CORRESPONDENCE**

- A. On 10/19/09 we received the signed maintenance liability waiver form from the owners at 18175 Colonnades for the texture coat they are applying over the Common Area sidewalk to their house.
- B. A letter dated 10/15/09 was sent to the owner at 17704 Bellechase requesting he obtain ARC approval for the flower boxes on his front windows.

**UNFINISHED BUSINESS**

- A. **Landscape Maintenance Bids** – The Board received bids for the landscape maintenance contract. These will be discussed in Executive Session.
- B. **Trees Removed in Common Area by and Owner** – This will be discussed in Executive Session.
- C. **Board Candidates for Next Year** – Discussion by the Board on potential candidates for next year's Board elections.

**NEW BUSINESS**

**A. Addendum to Secretarial Contract** – A proposed addendum to the secretarial contract was presented with the hourly rate increasing from \$27 to \$28, effective 1/1/2010. This was figured into the 2010 budget. A motion was duly made by Doug Evans and seconded by Ron Filson to approve the addendum to the secretarial contract as presented. Motion carried.

With no further business to be brought before the Board, the regular meeting adjourned at 2:39 p.m. and the Board met in Executive Session to discuss litigation matters, disciplinary action against a member, and contract negotiations.

Respectfully submitted,

Wendy DeVuyst,  
Recording Secretary

**NEXT BOARD MEETING: Tuesday, Dec. 8, 2009 at 1:00 p.m.**