

## Minutes

### West Campus Point Homeowners Association Board of Directors Meeting

Tuesday, May 24, 2016

6:30 - 8:30pm

922 West Campus Lane

**Present:** Board Members: Anna Spickard, Treasurer, Sarah Cline, 2nd Vice-president, and Allison Moehlis, Secretary, Property Manager: Dave Russo. Absent with prior notification, Dorothy Gonzalez, Kary O'Brien.

The meeting was called to order at 6:38 pm.

#### **Requests by Homeowners in Attendance:**

Gail Humphreys - submitted written comments on landscape redesign protocols to circulate to board members.

**Approval of Minutes:** The Board approved as amended the minutes of the prior Board Meeting of April 21, 2016.

#### **Treasure's Report** by Anna Spickard. As of April 2016:

Total Income is \$150,739.50 YTD

Operating Expenses are \$108,839.92 YTD

Reserve Expenditures are \$12,758.65 YTD

Total Expenditures are \$121,598.57 YTD

Transfer to Reserves are \$(22,738.13) YTD

Transfer from Reserves are \$0.00 YTD

Operating Account \$5,000.00 - end of March

Total Assets are \$844,995.75 YTD

The Board accepts the Treasure's Report.

#### **Manager's Report** by Dave Russo

- Carport painting is progressing
- Dining room window is being fixed at the unit with leak (MILGARD WINDOWS HAS BEEN CONTACTED REGARDING A UNIT'S WINDOW LEAK AND WILL CONTACT THE HOMEOWNER DIRECTLY AS A WARRANTY FOLLOW-UP)
- WeatherTRAK system is being fixed
- Roof leak is being fixed at the unit with leak
- Shed door repairs are complete
- Backflow test complete Irrigation repairs are complete
- Stucco half walls at main entrance of WCP will be painted

The Board accepts the Manager's Report

#### **OLD BUSINESS**

##### **Landscape Redesign and Phases & Procedures**

Topic deferred till a full board is present.

##### **Stepping Stone Path in the 950's**

Nothing to report. Rolled over till the next meeting.

##### **Review Association - Owner Responsibility FAQ**

Rolled over till the next meeting. Latest draft will be circulated to everyone in advance.

### **Carport Plantings**

Roll over till the next meeting.

### **Patio Tile Damage**

Board reviewed estimates for repairing homeowners' tiles and approved assistance of up to \$500 once work is complete.

### **Landscape Report and Actions**

Sarah presented Dorothy's report on the landscape.

### **Drainage Proposals**

Dave reported on the drain proposals to prevent muddy area between the 950s and the 940s.

### **Update on Reserve Study**

Nothing to Report at this time. Work is ongoing to prepare the study.

### **East Gate**

Sarah reported on the progress of the gate design which takes into consideration concerns of bicyclists and parents. Sarah and Dorothy, along with Harold Marcuse, met with university officials Chuck Haines and Chris Kelsey, going over the questions posed by the board and by homeowners about the proposed gate. The matter is back with the university regarding a design issue.

## **NEW BUSINESS**

### **Play Area**

Requesting additional information for ground cover in the play area, with estimates on different types of appropriate materials.

### **Ratify payment to Challenge Asphalt**

Unanimously approved to pay Challenge Asphalt \$9,020

### **Tierra Verde Landscape Maintenance Contract**

Topic deferred till a full board is present and will be dealt with in executive session.

### **Sewer Pipe Infrastructure & Unit Rear Cleanouts**

Sarah reported about the flooded unit and the role of the university. Homeowners should locate the rear cleanout for the sewer for their unit (behind the unit, near the kitchen window). Unit sewer issues are the homeowners' individual responsibility.

### **Peep Holes in Unit Gates**

Sarah reported that the ARB allows installation of peep holes without seeking approval.

### **Distribution of WCP Roster to Residents**

Unanimously approved to distribute WCP Roster to Residents via email attachment.

### **Exercising Water Valves**

Unanimously approved to exercise water valves in the complex, a regular maintenance item.

### **Doors in Storage**

Unanimously approved to save five doors in storage in the ex-jacuzzi pump house and arrange to donate the balance.

Next board meeting scheduled:

The next meeting of the Board of Directors is scheduled for Tuesday, June 28, 2016, 6:30-8:30pm at #978

Meeting adjourned at 8:26 pm

Minutes respectfully submitted, Allison Moehlis, Association Secretary