

# D R A F T - - - Approval Pending

## BAYSHORE VILLAGE HOMEOWNERS ASSOCIATION BOARD OF DIRECTOR'S MEETING

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Saturday, August 6, 2005

**I. WELCOME/CALL TO ORDER AND ESTABLISHMENT OF A QUORUM:** The meeting was called to order at 9:00 AM. Board members present were Bill Albrecht, Janis Conklin and Gary See. Craig Anderson was absent. Other members present were Lucky Crews, Pam See, Dan Fernandes, Anna Aven, Bob Mc Farland, Charley Unger, Polly Tatton, Suzi Thon, and Don Hall. Lynda Farnum represented Manderley Property Services.

Dennis Winscott has resigned from the Board of Director, as he has sold his unit. Dan Fernandes was installed as Vice President, by the Board, and will serve the duration of Dennis' term.

A quorum was established.

**II. APPROVAL OF MINUTES OF THE PREVIOUS MEETING:** A motion was made by Gary to approve the May 2005 Board meeting minutes, it was seconded by Janis, and passed unanimously.

**III. FINANCIAL REPORT:** Gary See reported on the financials for June 2005:

Checking account: \$7,579

Liquid Reserve Account: \$141,703

Reserve Term Investment Account: \$166,000

The Association ended March 2005 \$1,734 under budget. The HOA is \$14,433 under budget for the year.

There are two members a month behind on their dues.

**IV. MANAGER'S REPORT:** Lynda had nothing to report.

**V. OPEN FORUM:**

A. Don Hall (158 Sandpiper Lane) inquired as to which phase his unit was in and when it will be painted. The unit is Phase One, part B, and is being painted in 2006.

B. Polly Tatton (166 Bayshore Drive) reported on her claim with the City of Morro Bay. She is trying to be reimbursed for the damage the City tree did to her unit (broken windows).

C. Suzi Thon (157 Sandpiper Lane) responded to the letter that the Board of Directors had sent her regarding potted plants that she had placed in the common area landscaping (in the planters between the garages). Janis agreed to meet with her after the meeting to see what could be done to remove the dead plants and make the area more attractive.

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## VI. ONGOING BUSINESS:

**A. Pool and Spa issues:** Janis made a motion to increase the monthly maintenance fee of Alan Williams Pool Service to \$280.00 per month. The motion was seconded by Gary and passed unanimously.

**B. Wood Repairs to Phase One – Part A:** Dan made a motion to approve Brezden to do the wood repairs, unless Lynda receives estimates from Greg Shallen Construction or SCI Construction by Monday, August 22<sup>nd</sup>. Janis seconded the motion and it was unanimously approved.

**C. Painting – Phase One – Part A:** There was a motion by Dan to change the color of the 160-168 Bayshore Drive building and the Clubhouse to their original color of grey. (The same color as the 131-139 Sandpiper Circle building). The motion was seconded by Janis and was passed unanimously.

Gary and Bill will work on the painting specs so that Lynda can send them to at least three painting contractors to bid on the job.

There was a motion by Bill to have every garage door in the HOA re-painted white at the same time as Phase One – Part A. The motion was seconded by Dan and passed unanimously. Lynda will include this in the specs for the painters.

**D. Charter Cable Contract:** Due to numerous billing problems with the change from individual cable billing to the HOA bulk-rate contract. Gary made a motion to keep the contract to 59 or 60 units. The motion was seconded by Janis and it passed unanimously. If a unit wants to be added to the contract, the owner will contact Lynda to be added to a list. Lynda will maintain a list at Manderley for units that wish to be added to the bulk-rate contract. When a unit wishes to be dropped, the waiting unit will be added at that time. Keep in mind that a unit can only be dropped if there is a unit on the list waiting to be added.

**E. Lift Station:** FRM installed a “special material” filter on the lift station (at no charge) due to complaints of an odor. There have been no complaints since the installation. The Board will continue to monitor this issue.

Bill made a motion to discontinue the contract with Sylvester’s Alarm Company when it expires on 11-22-05, and sign a contract with Great Western Alarm Company. The motion was seconded by Gary and it passed unanimously. Lynda will write Sylvesters a letter at least 30 days in advance. The Board recommended a 30-day over-lap of contracts.

**F. Landscaping:** Janis reported that she is continuing to work with Cal of Nichols and Smyth. The HOA is continuing to look better. She is attempting to enforce the CC&R’s and keep the common area neat and tidy in appearance. Only healthy, attractive plants will be allowed in pots in the common area.

The Board discussed the strip of land along Bayshore Drive that belongs to the City. Also, the trees and planters along Main Street (behind Sandpiper Lane) that also belong to the City. These areas look neglected. The Board asked Lynda to write to the City of Morro Bay and ask them to maintain their trees and plants, as it reflects badly on the HOA when they look neglected.

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## VII. NEW BUSINESS:

**A. Gutter Cleaning:** Lynda had received bids from two gutter cleaning companies. Alen's Pressure Washing was for \$3,500.00 (plus the rental for the "lift"). Dave The Gutterman's bid was for \$1650.00. Bill made a motion to accept Dave The Gutterman's bid to clean the HOA's gutters for \$1650.00. The work to be done in October 2005. The motion was seconded by Janis and passed unanimously. Lynda will make sure the estimate will be good for October. The estimate expires on 9-28-05. The Board approved an increase of 10%, if it is necessary (\$1650.00 - \$1815.00). Lynda will ask Dave to make sure the common area is clean after the work is done.

**B. 125 Sandpiper Circle – ARC Issue:** The owner of the unit, John Croul, has requested that the ARC agree to review plans to replace the unit's windows with vinyl ones of the same color, and also to enclose his second-story balcony. Lynda will send a letter to the owner informing him that the ARC will review his plans and drawings and ask him to mail these, along with complete descriptions of the exterior changes involved.

**C. Rules and Regulations:** It has been brought to the attention of the Board that not all homeowners have a current copy of the "Bayshore Village Homeowner's Rules and Regulations". The Board is working with Lynda to mail all owners a copy. Owners will be encouraged to discard all old copies. Owners also have an obligation to distribute to their tenants, or anyone living or staying in the unit, a current copy of the Rules. Lynda will mail copies to all owners with the next membership mailing.

**VIII. ADJOURNMENT:** The Board will next meet on **Saturday, October 8<sup>th</sup>, 2005 at 9 AM** in the Clubhouse. The meeting adjourned at 10:03 AM..

Respectfully submitted by the Secretary of the Board of Directors  
as typed by Lynda Farnum  
Manderley Property Services.

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