

BARRON SQUARE HOMEOWNERS ASSOCIATION

Minutes of the Board of Directors Meeting

June 17, 2015

ORDER

The Barron Square Board of Directors Meeting, which was held in the Association clubhouse, was called to order by President Maurice Green at 7:03pm. Board members also in attendance were Richard Evans, Chris Grillone, John Morrissey and Josephine Stiene. Deborah McGraw represented PML Management.

AGENDA/CALENDAR REVIEW

The Board reviewed the Agenda and Calendar.

HOMEOWNER FORUM

None.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made by Richard Evans and seconded by Josephine Stiene, the minutes of the 5/20/15 were approved as submitted.

REVIEW ACTION LIST

The Board reviewed the action list and updated various action items, as necessary.

REPORTS

Treasurer – A summary of the May 2015 financial statement was reviewed as follows:

	Month	Y-T-D	Budget	Variance	Total Budget
Total Revenue	50,850	254,741	255,160	(419)	612,375
Total Maint. & Repairs	10,327	43,859	46,335	(2,476)	111,190
Total Utilities	2,088	9,116	16,640	(7,524)	39,920
Total Admin. Expenses	9,547	50,808	49,485	1,323	118,738
Operating sub total	21,962	103,783	112,460	(8,677)	269,848
Total Reserve Expenses	64,340	199,814	434,800	(234,986)	1,043,519
Total Assets		1,393,529			
Total Liabilities		11,916			
Total Fund Balances		1,381,613	562,184	est yr end	

Committee Reports:

Architectural – The Board reviewed a request from 4170 Thain to replace the garage door lock which has been completed by the owner without prior approval. The Board discussed the unapproved change to the owner's front door and garage door locks since the color is a brushed chrome and not consistent with the current antique brass (bronze) color scheme. After much discussion a motion was made by Chris Grillone and seconded by Richard Evans to deny the request and require the owner to replace the lock with one in an approved color of antique brass (bronze).

There was further discussion about establishing a standard replacement lock style and color. If an owner's original lock cannot be repaired by the association, then the owner has a choice to either have the association replace the lock with the standard replacement style/color, or choose a different type of lock in the approved color and the owner pays the association the difference in cost. Maurice Green will research a standard lock for the Board's review.

Landscaping – The Board reviewed the following:

- June landscape walkthrough notes from Loral Landscaping.
- Well Report – PML reported that the irrigation system is currently back to being supplied by the City's potable water, since Abel Espinosa from Advanced Water Systems advised that the iron filters and metering pumps were off again when they were on site 6/12/15 for their quarterly inspection. An owner has also expressed concern with the amount of water used to flush the filters of silt, considering the drought. There was a discussion about a "normal" amount of expenses to keep the well running properly and overall it was the Board's impression that the expenses are not excessive enough to warrant shutting off the well. Garcia Well and Pump will be called out to look into the electrical issues.

Pool & Recreation – On a motion duly made by Maurice Green and seconded by Chris Grillone, Gonzalez Masonry was approved to perform a light acid wash (as necessary) and applying a sealer to the new concrete deck surface at a cost not to exceed \$1,400. It was noted that TC Smith is scheduled to install the salt water chlorinator during the week of 6/22. TC Smith also recommends installing a new ORP controller for the spa which will automatically measure the amount of chlorine in the water and add chlorine as needed. The current controller does not provide this automatic balancing.

Insurance Review – No report.

Management Contract Review – No report.

Roofing – No report.

Adjacent Property report – The Board reviewed a proposal from All Fence for the replacement of the fence along the fire road next to the vacant lot at a cost of \$9,430 to install an 8 foot tall “good neighbor” fence. PML will send a copy of the bid with a letter to the adjacent owner asking for them to share in the cost of the fence, in accordance with the Good Neighbor Fence Act of 2013.

Manager’s report – The Board discussed an issue where it was found (at 4108 Thain during a remodeling project) that the dryer vent didn’t connect to the vent cap on the roof. Keith from Chim Chimney Ltd. has advised the Board that this is normal in some cases because of code requirements when the dryer vents were originally installed.

UNFINISHED BUSINESS

1.2 Painting/dry rot repair project – The Board reviewed information from the two bidders providing an estimated construction review cost and references. It was agreed that the Board will review the references and discuss the project further at the July Board meeting.

1.3 Residential building lighting replacement – No report.

5.3 Environmental and infrastructure improvements – Maurice Green reported that he is working with Greenwaste of Palo Alto to develop a notice to all residents about voluntary participation in the Zero Waste program. Information will be included in the next newsletter.

NEW BUSINESS

6.1 Fence Repairs – The Board reviewed a revised proposal received for replacement of the failed fence along the property line between 4130 Thain and 552 Pena Court at a total cost of 4,530. After some discussion Chris Grillone made a motion to approve of the fence repairs at no cost to the adjacent owner as a one-time good faith offer. Maurice Green seconded the motion, which was unanimously approved.

PENDING ITEMS

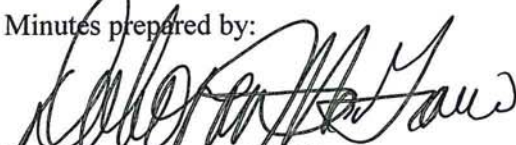
- ***Flat-Roof replacement project*** – It was noted that the Roofing Committee has chosen a dark grey color for the final coat of the clubhouse roof. Due to final confirmation of color choice, the project has been postponed to July. Frank Fiala Roofing has stated that the white transition areas can be painted a darker color, but that the paint will only last about 2-3 years before it will need to be stripped off and repainted. Instead, they recommend that a metal sheet is painted and permanently installed over the white transition area. This information will be provided to the Roofing Committee for their consideration.

Pool Area upgrades – Completed.

ADJOURNMENT & ANNOUNCEMENTS

The next regular Board meeting was scheduled for July 15, 2015, in the association’s clubhouse. There being no other business to come before the Board, the Meeting was adjourned at 9:44pm.

Minutes prepared by:


Deborah McGraw, CCAM
PML Management Corporation

Attested:


Jo Stiene, Secretary
Barron Square Homeowners Association