

**BARRON SQUARE HOMEOWNERS ASSOCIATION**  
**Minutes of the Board of Directors Meeting**  
**August 15, 2018**

**ORDER**

The Barron Square Board of Directors Meeting, which was held in the Association clubhouse located at 4111 Thain Way in Palo Alto, was called to order at 7:10pm. Board members in attendance were Richard Evans, Chris Grillone, Ayla Singhal, and Irina Selvaretnam. Deborah McGraw represented PML Management and other homeowners attended.

**AGENDA/CALENDAR REVIEW**

The Board reviewed the Agenda and Calendar.

**HOMEOWNER FORUM**

Owners attended the meeting to discuss the following concerns:

- The owner of 4133 Thain requested the Crepe Myrtle tree on the side of the home facing the visitor parking lot, to be replaced with a tree that would shield his view of the solar panels.
- The solar appear to be leaking on top of the clubhouse.
- Many RVs and trailers on El Camino the City is not removing. Concern expressed about homeless living in these vehicles. The board was asked to have more prickly shrubs installed along El Camino adjacent to the association's garages to deter homeless from sleeping in common area landscaping.

**APPROVAL OF PREVIOUS MEETING MINUTES**

On a motion duly made by Irina Selvaretnam and seconded by Chris Grillone, the minutes of the 8/1/18 Board of Directors meeting were approved as submitted.

**REVIEW ACTION LIST**

The Board reviewed the action list. No action was taken.

**REPORTS**

Treasurer – The Board reviewed a summary of the July 2018 financial statement as follows:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
<b>Total Revenue</b>	<b>54,326</b>	<b>374,607</b>	<b>368,116</b>	<b>6,491</b>	<b>631,059</b>
Total Maint. & Repairs	9,327	74,567	71,008	3,559	121,722
Total Utilities	7,721	27,444	37,149	(9,705)	63,680
Total Admin. Expenses	8,822	67,675	60,256	7,419	103,292
<b>Operating sub total</b>	<b>25,870</b>	<b>169,685</b>	<b>168,413</b>	<b>1,272</b>	<b>288,694</b>
Total Reserve Expenses	7,554	47,560	144,536	(96,976)	247,780
<b>Total Expenses</b>	<b>33,424</b>	<b>217,246</b>	<b>312,949</b>	<b>(95,703)</b>	<b>536,474</b>
Total Assets		1,228,658			
Total Liabilities		25,374			
<b>Total Fund Balances</b>		<b>1,203,283</b>	<b>1,162,673</b>	<b>est yr end</b>	<b>77%</b>

**Committee Reports:**

- Architectural – no report.
- Landscaping –

- The Board discussed the Eucalyptus globulus tree #123 which sits on the property line between Barron Square and the property at 4171 Verdosa. PML was requested to find out the legality regarding maintenance and/or removal of the tree.
- The Board reviewed a proposal provided by Roy Leggitt of Tree Management Experts to perform a full tree inventory and provide a 5-year management plan of all common area trees at a cost of \$7,250. The Board asked for clarification of the following: 1) Is root evaluation included in this report or is it visual inspection only; 2) If there are root problems that would not be detected visually, what could those problem be and how often should they be assessed. On a motion duly made by Richard Evans and seconded by Irina Selvaretnam, the board approved the proposal from Roy Leggitt with Chris Grillone abstaining from the vote.
- Due to complaints from homeowners about the constant debris on the pool deck and in the pool from the surrounding Podocarpus trees, the board discussed a proposal from Loral tree service to severely reduce the height of the trees. The board asked for Loral to provide a rendering of what the trees could look like if the tops were selectively pruned lower.
- Pool/ Recreation –
  - Regarding the possible installation of a water storage tank for well water, PML reported that Garrett Sauls who is a Palo Alto building planning technician, stated that the association will be required to submit a minor ARB for permission to install the water tank in place of the shed next to the clubhouse. After some discussion, Richard Evans offered to meet with Garrett Sauls to discuss the situation.
- Roofing – No report.
- Adjacent Property – no report.
- Manager’s report/Action List review – The Board reviewed the following:
  - An updated Action List
  - A list of current work orders
  - The residents at building 8 have reported wasp nests around the building which were removed by Bee Free. The Board reviewed costs to perform a full inspection of the community. After some discussion it was agreed to handle wasp nest removals on an individual as needed basis.
  - The Board reviewed a proposal from Blue Sierra Construction to remove/replace concrete walkways at 4135 and 4150 Thain which are being lifted by nearby tree roots. After some discussion PML was requested to obtain competitive bids for review.

## UNFINISHED BUSINESS

**11.3 Responsibility Assignment and Fine Structure review** – No report. Waiting for bids from other attorney offices.

**5.1 Board member appointment** – Board to consider appointing a homeowner to fill the open position. Term ends April 2020.

**6.1 Community room use, review current rules** – Tabled for discussion at the next meeting.

**7.1 Fiber optic network discussion** – David Barron of Next Level Networks provided a presentation for installing a high-speed internet network using the dark fiber ring in Palo Alto which is currently provided to business only that will soon be offered to residential communities. After some discussion, the Board agreed that they do not want to move forward with this project at this time.

**7.2 Eucalyptus tree limb failure and inspection** – The Board reviewed a proposal from Roy Leggitt to complete a TRAQ evaluation of each of the five Red Ironbark Eucalyptus trees on site, which have been dropping large limbs lately. This documentation will provide a report of the tree’s current condition and give recommendations to mitigate any possible risks. After some discussion, Irina Selvaretnam made a motion to approve for Roy Leggitt to perform the TRAQ assessment. Chris Grillone seconded the motion, which was unanimously approved.

**NEW BUSINESS**

None

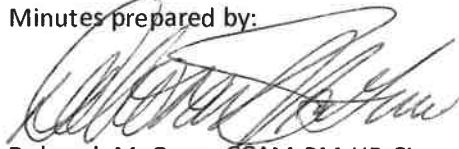
**PENDING ITEMS**

- *Clubhouse bathroom remodeling project, design review* – A meeting will be set with the Board and the interior designer to discuss the proposed renovation scope of work.
- *Use of common area land on El Camino* – Tabled.
- *Pickle ball court addition to tennis court* – Tabled.
- *Use of Exterior clotheslines* – Pending completion of a draft rule to Dick Evans.

**ADJOURNMENT**

The next meeting was scheduled for September 19, 2018 at 7:00pm in the association’s clubhouse. There being no other business to come before the Board, the Meeting was adjourned at 10:25pm.

Minutes prepared by:



Deborah McGraw, CCAM-PM-HR.CI  
PML Management Corporation

Attested by:

DocuSigned by:  
*Irina Selvaretnam*

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Irina Selvaretnam, Secretary  
Barron Square Homeowners Association