

BARRON SQUARE HOMEOWNERS ASSOCIATION
Minutes of the Board of Directors Meeting
October 21, 2020

ORDER

The Barron Square Board of Directors Meeting, which was held via conference call was called to order at 7:01pm. Board members in attendance were Joel Davidson, Anton Nemychenkov, Richard Evans and Chris Grillone.

AGENDA/CALENDAR REVIEW

- The Board reviewed the Agenda and Calendar.
- It was requested that PML have the 2021 calendar for the next Board Meeting.

HOMEOWNER FORUM

- Owner of unit 4122 discussed the possibility of painting a red curb on Thain way near her unit because with so many cars parked in the street it is very difficult for them to access to the street. It was noted that there is also no access to the garage areas from the sidewalk outside this unit. The Board recommended that the owner contact the City, since Thain is a City street and request that the City look into extending the red curb, possibly at the end of the sidewalk.
- Owner of 539 was present and discussed the following items. Painting of the red curbs around the complex, it was noted that painting of the red curbs on Thain Way is a City responsibility. Also discussed the increase in housing developments around Palo Alto and the possibility of hiring a land use attorney to look into the open space on El Camino and next door to Barron Square.
- It was noted that no notice was given to the residents about the concrete grinding.
- Water heater replacement.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion, duly made and seconded and passed by unanimous vote, the Board approved the September 23, 2020 meeting minutes as written.

REPORTS

Treasurer – The Board reviewed the September 30, 2020 financial report which is summarized below:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
Total Revenue	58,779	532,366	527,031	5,335	702,697
Total Maint. & Repairs	8,917	85,666	116,172	(30,506)	154,910
Total Utilities	5,344	41,189	40,977	212	51,620
Total Admin. Expenses	11,663	104,517	91,836	12,681	122,445
Operating sub total	25,924	231,372	248,985	(17,613)	328,975
Total Reserve Expenses	18,850	97,478	791,469	(693,991)	1,055,290
Total Expenses	44,774	328,850	1,040,454	(711,604)	1,384,265
Total Assets		1,699,373			
Total Liabilities		4,836			
Total Fund Balances		1,694,536			

Board Treasurer, Chris Grillone reported that the Association is over budget in water, year to date.

Committee Reports:

Architectural – The following architectural requests have been submitted for review:

4139 Thain Way – Request to install a gate to enclose patio area. **(Approved)**

4170 Thain Way – Interior Remodeling. **(Approved)**

Landscaping – It was reported that PML and the Landscape Committee performed a walkthrough with Mike from Loral Landscaping on Friday 10/16 to look at the larger trees around the complex. Loral has provided us with a proposal to perform the large tree trimming for \$5,004, fertilizing of some trees for \$1,848 removal of two trees for \$726.00 and replacement of one tree for \$650.00. Total cost is \$8228.00. It was noted that the carob trees located on Thain Way are the responsibility of the City to maintain. It was requested that PML contact the City about having these trees trimmed. It was noted that the treatment of some trees around the complex would not be done until early next year so once the proposal is revised it can be discussed at the next meeting.

Pool/ Recreation – It was noted that there are some new regulations regarding pools in Santa Clara County but nothing to really affect the Barron Square Pool. The spa and clubhouse will remain closed at this time.

Roofing – See below.

Adjacent Property – No Report

Manager’s report/Action List review –

- Pressure regulator valve was replaced at 4112 Thain Way.
- Precision concrete cutting has completed their work removing trip hazards around the complex.
- PML Maintenance will be replacing the rotten wood expansion joints and replace a small section of concrete that is being lifted by tree roots at 4170 Thain Way.
- PML Maintenance has completed the clean-up, repair and painting of the spa room.
- 555 Thain way garage work order has been sent to replace the panel on the garage door and also to have the garage closer re-aligned.

UNFINISHED BUSINESS

2.3 Garage flat roof replacement, project management – Pending inspection and scope of work preparation. This project start will be moved to next year.

2.4 Spa replacement options, discussion – Still pending a proposals

2.6 Installation of security cameras in the common area – Pending any discussion

Fiala Roofing schedule – PML reached out to Fiala Roofing yet again and was told they had to delay but are getting it on the schedule as soon as possible.

NEW BUSINESS

10.1 2021 Budget – The Board met on Monday 10/19 to discuss the 2021 budget draft.

10.2 Reserve Study Update – Pending receipt of the updated reserve study, we have been told they are ma little behind but hope to have it to us within the next week or so.

10.3 Fence Repair Proposals – We have received the following proposals for fence work needed:

Replacement of fallen neighbor fence near unit 590 Thain Way:

All Fence: Cost to install 50lf of new fencing \$3,250.00 Replace five posts for \$1,640.00. Total \$4,890.00

PML Maintenance: Cost to install 50lf of fencing \$2,950.00 Replace five posts \$1,750.00 \$4,700.00

Repairs at 551 Thain Way:

All Fence: Replacement of one bottom rail and three fence boards. \$750.00

PML Maintenance: Replacement of five fence posts, 3 top and bottom fence rails and 44 fence boards.

\$3,073.39

On a motion duly made and seconded and passed by unanimous vote, the Board approved All Fence to perform the above fence repairs.

10.4 Maintenance Items – Discussion on recommendation to place funds in the 2021 budget for replacement if regulator valves since we have had around 10 of them go out this year. This matter was already discussed at the budget meeting.

10.5 Sayler Clubhouse Approve Contract – Contract for the Board’s records. We met with Sayler today to discuss further the design plan and so they could take measurements of all rooms.

10.6 Pest Control Proposal – Dan Su is no longer with Terminix and is with a new pest control company. He asked if he could provide a proposal for ants and spiders etc. Monthly fee would be \$150.00. This matter was tabled.

10.7 Approved Proposals – Signed proposals for Express plumbing and Precision concrete cutting for the Boards records.

Correspondence

ADJOURNMENT

There being no other business to come before the Board the meeting was adjourned into Executive Session at 8:40pm. The next Board of Directors Meeting is scheduled for November 18, 2020 at 7pm.

Minutes prepared by:

Joseph D'Agostino, CCAM
PML Management Corporation

Attested by:

Anton Nemychenkov, Secretary
Barron Square Homeowners Association