

**BARRON SQUARE HOMEOWNERS ASSOCIATION**  
 Minutes of the Board of Directors Meeting  
 June 16, 2010

**ORDER**

The Barron Square Board of Directors Meeting was called to order by President Marla Degner at 7:04pm at the Clubhouse. Board members also in attendance were Brooke Bailey, Chris Grillone, and E. Perky Perkins. John Morrissey was absent. Also attending was Deborah McGraw of PML Management.

**HOMEOWNER FORUM**

PML was requested to notify Loral that there are sprinklers coming on at 5 in the afternoon around buildings 5 and 8.

**AGENDA/CALENDAR REVIEW**

The Board reviewed the Agenda and Calendar and after some discussion agreed to remove the following reports from the Agenda: President, Manager and Emergency Preparedness Committee. The structural walkthrough was moved to June 21.

**APPROVAL OF PREVIOUS MEETING MINUTES**

On a motion duly made by Perky Perkins and seconded by Brooke Bailey, the Minutes of the May 19, 2010, Board of Directors meeting were unanimously approved, as amended.

**REPORTS**

**Treasurer** – Treasurer Chris Grillone reviewed the financial statement for the period ending 5/31/10 as follows:

	Month	Y-T-D	Budget	Variance
Total Revenue	40,904	203,008	201,305	1,703
Total Maint. & Repairs	9,803	40,370	40,165	205
Total Utilities	3,242	10,382	15,875	(5,493)
Total Admin. Expenses	8,724	40,037	42,495	(2,458)
Total Reserve Expenses	428	11,904	54,650	(42,746)
Total Assets		924,799		
Total Liabilities		12,381		
Total Fund Balances		912,418	1,018,070	est yr end

Chris Grillone stated that he has purchased two \$50,000 CDs with the Stanford Credit Union. Deborah McGraw then stated that accounting has confirmed that the late fees on the past due accounts which were reviewed at the May board meeting were accurate.

The Board then reviewed a proposal from Reserve Analysis Consulting to complete the Association's annual reserve review at a cost of \$700. The board asked to have a representative from Reserve Analysis Consulting attend the July board meeting to discuss how this annual review will benefit the HOA.

**Architectural & Grounds:**

**Architectural** – The Board reviewed an architectural request from 584 Thain to install an air conditioning unit and to replace the existing furnace. During review of the request, the board discussed the owners desire to place the AC unit on the roof and/or outdoor patio. Since a connection pigtail should already be installed in the first floor landscaping, PML was requested to notify the owner that their contractor should locate this connection and use it for the AC unit. After further discussion Marla Degner made a motion to disapprove of the request. Perky Perkins seconded the motion which was unanimously approved. PML was also requested to notify the owner that she could submit a separate request for the replacement of the furnace while the AC request is being considered by the Board.

much discussion about possibly rekeying the pool, posting signs for the pool hours, issuing a pool "pass" to all owners which would indicate the resident's address using the pool, hiring an on-call security service, and security cameras. Marla Degner agreed to have PML send a notice to all residents and non-resident owners notifying them of the pool hours and the rules when using the pool, the fact that non-resident owners are not allowed to use the pool if they rent their property, and advise the residents that if this notification proves to be ineffective then additional measures will be imposed which will result in an increase in association dues.

**Adjacent Properties** – Perky Perkins reported that the weeds in the vacant lot have been cut. Perky Perkins requested PML ask Loral the cost to remove the nuts from the palm tree that adjoins the driveway by Building 9.

## **UNFINISHED BUSINESS**

**3.1 Window Replacement** – Deborah McGraw stated that additional information has been requested from Medallion and a competitive bid has been requested from WJ Bank Glass. PML to ask Medallion the cost for resealing the windows. Reserve Analysis and Debbie McGraw to count the windows in the complex.

**3.3 Red Curbs** – Deborah McGraw stated that a letter has been sent to the City of Palo Alto asking for the Association to take over the responsibility of painting of the red curbs on the City's street, Thain Way.

**5.1 Roof Inspection (flat and slope roofs)** – Deborah McGraw stated that bids have been received from Frank Fiala Roofing (\$14,100) and Platinum Roofing (\$18,661). A&B Roofing has decided not to bid on this project and Legacy Roofing has yet to submit a bid.

**5.2 Asphalt repair/slurry sealing** – Deborah McGraw stated that bids have been requested from Calvac Paving, Pacific Surfacing, American Asphalt, and Dryco Construction for the asphalt repairs and seal coating based on the specifications supplied by Black Diamond who's pricing for the project is as follows:

Patch paving - \$15,127  
Seal coating, Crack Filling and Striping - \$6,638  
Striping Red Curb on Thain Way - \$475

**5.3 Concrete repairs (remove/replace)** - Deborah McGraw stated that bids have been requested from Calvac Paving, Pacific Surfacing, American Asphalt, and Dryco Construction. Black Diamond needs to revise their price to exclude the AT&T box that has been ticketed for repair by the AT&T construction unit.

**5.4 Tennis Court Resurfacing/Repainting** – Deborah McGraw stated that bids have been requested from National Surfacing Company, Saviano Company, and Dryco Construction. Black Diamond has submitted a cost for the resurfacing at \$8,727.

**5.5 Arborist Tree Report** – Pending receipt of information from Loral Tree Service.

interest in starting an HOA website. Chris agreed to pursue the interest in a website with the two owners and report to the board at the next regular meeting.

### PENDING ITEMS

- **The Well** – Deborah McGraw stated that it has been determined that there is a high amount of fine silt which is clogging up the flow switch, the City's meter and the irrigation valves. Able of Advanced Water Systems recommends having Loral Landscaping drain the pressure tanks and run the system every time they are on site to flush it and see if the buildup of silt diminishes. Able would also check the system at least once per month to see if there's any progress. Deborah McGraw was asked to find out from the Santa Clara Valley water district if there are any wells near Barron Square that have this problem, and to ask Able if there's a different filter that can be installed and approximately how much water (units) this will use.
- **Comcast Services Agreement (Re-wiring project)** – Pending site inspection with PML and Ralph from Innovative Technologies.

### CORRESPONDENCE REVIEW

There was no additional correspondence to review.

### ADJOURNMENT & ANNOUNCEMENTS

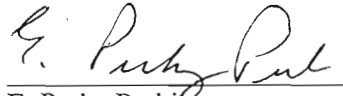
The next regular Board of Directors meeting was scheduled for Wednesday, July 21, 2010 at 7pm in the Association's Clubhouse. There being no other business to come before the Board, the Meeting was adjourned at 9:23 pm into Executive Session to discuss the current status of the Litigation.

Minutes prepared by:



Deborah McGraw, CCAM  
PML Management Corporation

Attested:



E. Perky Perkins  
Secretary

**BARRON SQUARE HOMEOWNERS ASSOCIATION**  
Minutes of the Board of Directors Executive Session Meeting  
June 16, 2010

**ORDER**

The Executive Session was called to order by Marla Degner at 9:23 pm in the Association Clubhouse. Members in attendance were Brooke Bailey, Chris Grillone, and E. Perky Perkins. John Morrissey was absent. Also attending was Deborah McGraw of PML Management.

**PURPOSE**

The purpose of the meeting was to discuss the current status of the litigation case.

Perky Perkins reported that she and Marla Degner attended a site visit with David Spini and a representative from Exponent and Anderson Group to inspect units 506, 510 and 514 Thain for damages related to the mold in unit 502 and a new inspection by both of unit 502. Units 502, 510 and 514 were inspected, but unit 506 was not as the owner did not grant entry.

Based on David Spini's letter, the Association's insurance attorney, the Anderson Group hires Exponent to inspect mold. Exponent identifies the problem and how to fix it and then the Anderson Group would do the work. In order to determine the extent of possible mold damage to other units Exponent needs to perform more destructive testing in 502 Thain. When will this be done?

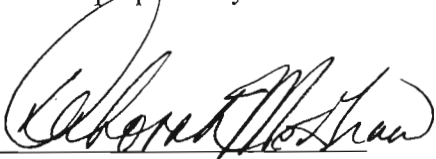
The Board also considered a countersuit against the City of Palo Alto to force them to make the repairs to 502 Thain in order for it to be habitable. The Board asked Deborah McGraw to contact Bill Garrett in order to determine if he would accept working with the Association on a contingency basis during this process and alternatively how much it would cost the Association to prepare for a counter suit.

Additional questions asked were what does the Association need to do to keep their options open for a countersuit since the City has re-filed the lawsuit; and, if the insurance company settles, would that prevent the HOA from a countersuit or are there specific timing issues associated with this?

**ADJOURNMENT**

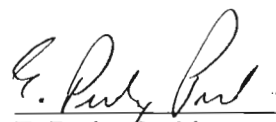
There being no other business to come before the Board, the Meeting was adjourned at 9:53pm.

Minutes prepared by:



Deborah McGraw, CCAM  
PML Management Corporation

Attested:



E. Perky Perkins  
Secretary