

BARRON SQUARE HOMEOWNERS ASSOCIATION
Minutes of the Board of Directors Meeting
May 29, 2019

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 Joel Davidson, Richard Evans, Chris Grillone, and Anton Nemychenkov. Deborah McGraw represented PML Management and other homeowners attended.

APPOINTMENT OF OFFICERS

The board appointed the following officers of the corporation:

President	Dick Evans
Vice President	Joel Davidson
Secretary	Anton Nemychenkov
Treasurer	Chris Grillone

AGENDA/CALENDAR REVIEW

The Board reviewed the Agenda and Calendar. The next open board meeting was set for 6/19/19 at 7:00pm in the clubhouse. The July and September meeting dates were changed to 7/10/19 and 9/11/19 at 7:00pm in the association's common room.

HOMEOWNER FORUM

Homeowners in attendance discussed residents dumping unwanted items in the common area.

APPROVAL OF PREVIOUS MEETING MINUTES

On a motion duly made by Richard Evans and seconded by Chris Grillone the minutes of the 3/20/19 Board of Directors meeting were approved as corrected with Joel Davidson and Anton Nemychenkov abstaining from the vote since they were not in attendance.

REPORTS

Treasurer – The Board reviewed the March 2019 financial statement which is summarized below:

	Month	YTD Actual	YTD Budget	Variance	Total Budget
Total Revenue	55,671	169,071	164,073	4,998	656,301
Total Maint. & Repairs	16,910	35,798	31,206	4,592	124,822
Total Utilities	2,253	6,732	15,252	(8,520)	61,020
Total Admin. Expenses	11,299	30,481	29,352	1,129	117,390
Operating sub total	30,462	73,011	75,810	(2,799)	303,232
Total Reserve Expenses	300	18,648	214,029	(195,381)	856,130
Total Expenses	30,762	91,659	289,839	(198,180)	1,159,362
Total Assets		1,401,587			
Total Liabilities		51,525			
Total Fund Balances		1,350,062	1,162,673	est yr end	

Since the board requested clarification on some items in the March financial documentation, it was agreed to ratify the financial documents at the next open board meeting.

Committee Reports:

Architectural – The following applications were approved by the Architectural Control Committee since the last board meeting:

- 542 Thain – interior bathroom remodeling. It was noted that the owners started construction without prior approval.
- 553 Thain – replacement of 4 patio sliding doors with double paned doors.
- 504 Thain – interior bathroom remodeling.

Landscaping – The board reviewed the following items:

- April and May Loral Landscaping reports
- Tree Management Experts (TME) were approved to prepare the replanting documents required by the city for the removal of the Red Ironbark Eucalyptus trees. PML was requested to contact the city and ask for the process to appeal the city's requirement to replace removed trees at a minimum of 1/1 basis, and if fruit trees would be an acceptable replacement option.
- Tasmanian Blue Gum Eucalyptus (550 Thain) – Since the adjacent owner at 4171 Verdosa did not obtain a written arborist report to share with Barron Square and strongly opposes its removal, the board agreed to have TME perform a formal inspection of the tree at \$1,470. The board also agreed to request an attorney's recommendation for mitigating the potential liability risk associated with the tree either falling or being affected by fire.
- The board agreed to have SP McClenahan perform the Oak tree pruning at \$6,700.
- The board discussed a request from the adjacent property owner who lives at the Driscoll Place HOA (adjacent to 526 Thain) to consider removal of 2 pine trees next to their home. The board agreed to continue to prune the trees as necessary since the trees provide a screening between the properties and the cost to remove them is prohibitive at \$8,244.
- The board agreed to have TME perform an arborist report at \$945 to validate removal of the large Pine tree next to the clubhouse.
- It was noted that the Brisbane box in front of 4131 Thain has unexpectedly died. PML was requested to find out if the report from TME at \$1,260 would include a soil analysis.
- Loral has applied a fungicide to control the Fire Blight infection on the Pear trees (77, 152, 153, 224 and 225).
- Loral performed Irrigation repairs to a valve at 4152 Thain.
- PML reported that due to excessive debris from the Podocarpus trees surrounding the pool, the landscape committee requested a proposal from Loral to remove 4 trees (#236, 228, 246 and 227) which was received at a cost of \$4,192. The committee also requested Loral to provide bid to prune the remaining Podocarpus trees by at least one third or to roof height, whichever is higher. The Board agreed to discuss the situation further at the next meeting.

Pool/ Recreation –

- The board reviewed bids for pool/spa maintenance from Hills Pool Service, Swimming Pool Perfection and Cool Pool. On a motion duly made by Chris Grillone and seconded by Joel Davidson, the board unanimously agreed to hire Hills Pool Service at a cost of \$515/month for 3 times/week service effective 6/1/19. Because service will be terminated with TC Smith on 6/1/19, the leased ORP controller will be removed. Hills Pool Service will provide a proposal to replace the controller and will manually adjust the chemicals as necessary until the new component has been installed.
- A homeowner reported that the solar panels don't appear to be working and providing warm water to the pool. PML will contact Poco Solar to inspect the solar system and provide a report for any necessary repairs.

- Due to damages caused by the association's pine tree which fell on the property line fence and adjacent home on Interdale Way, All Fence was authorized to perform fence repairs.
- Maurice Green replaced the batteries to the gate alarm locks.

Roofing – No report.

Adjacent Property – No report.

Manager's report/Action List review – No additional information to provide.

UNFINISHED BUSINESS

11.1 Dryer vent cleaning – No report.

2.2 Comcast Service Agreement renewal, 5/20/19 – Dick Evans is currently negotiating with Comcast to update the access agreement.

2.3 Garage flat roof replacement, project management – No report.

2.4 Spa replacement options, discussion – Hills Pool Service will provide options for replacement of the spa.

2.5 Lift up garage door inspections – No report.

2.6 Installation of security cameras in the common area – Maury Green advised the board that he is working with Chris Grillone to develop a plan for additional cameras to be installed in the common area.

NEW BUSINESS

5.1 Water leak at 564 Thain – The homeowner reported water damages on the interior of their home. After performing a water test, AC Enterprises confirmed that there is a water leak from the exterior of the home. A full report and repair recommendations will be submitted for board review at the next meeting.

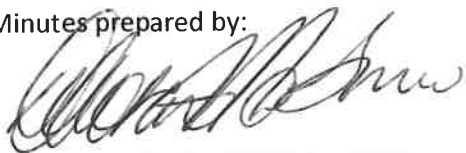
PENDING ITEMS

- Clubhouse upgrade, research a new interior designer/general contractor – PML was requested to obtain bids from general contractors to update the clubhouse bathrooms.
- Maintenance Matrix, Fine Structure and Election Procedure draft review, Noland Law – No report.
- 561/559 Thain, State Farm insurance claim – PML reported that AC Enterprises has obtained a permit for the water damage repairs at 559 Thain. AC Enterprises confirmed that the owner of 561 Thain has completed the water damage repairs to their unit.

ADJOURNMENT

There being no other business to come before the Board the meeting was adjourned at 9:42pm.

Minutes prepared by:



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

Attested by:



Anton Nemychenkov, Secretary
Barron Square Homeowners Association