

**PLAYMOR TERRACE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Wednesday, February 21, 2007**

DIRECTORS PRESENT

Marilyn Dupree, President
Sam Goldberg, Vice President
Glenn Lyons, Treasurer
Ginger Cameron, Secretary
Catherine Haugen, Member at Large

ALSO PRESENT

Sean DeFreitas, A. McKibbin & Co.
Samantha Kollman, A. McKibbin & Co.

CALL TO ORDER

There being a quorum, the Board Meeting was called to order by President, Marilyn Dupree at 6:05 p.m.

RULES OF CONDUCT

Management presented the Board with the Rules of Conduct covering homeowner input at board meetings. These rules allocate 3 minutes per person to address the Board and time permitting, additional minutes at the end of the meeting. Ginger Cameron made a motion to adopt the Rules of conduct for the meeting, Glenn Lyons, seconded the motion and the motion passed unanimously.

APPROVAL OF MINUTES

The January 2007 Regular Meeting minutes were reviewed and accepted as written. Ginger Cameron made a motion to approve the Regular Meeting minutes as written, Glenn Lyons seconded – all were in favor and the motion passed unanimously.

FINANCIAL REPORT

The Board reviewed the January 2007 Financial Statements. After some discussion Glenn Lyons made a motion to accept the Financial Statements and the bank reconciliations subject to audit, Ginger Cameron seconded the motion – all were in favor and the motion passed unanimously.

MANAGEMENT REPORT

FISCAL ITEMS:

A. ACCOUNTS RECIEVABLE

Management discussed that there are currently three delinquent accounts. After a brief discussion Glenn Lyons made a motion that a lien be filed on account 4103 and account 4111, Ginger Cameron seconded the motion and the motion passed unanimously.

Ginger Cameron made a motion that account 4161 be taken to small claims court due to the large amount of unpaid fines on the account, Glenn Lyons seconded the motion and the motion passed unanimously.

B. ANNUAL AUDIT

Sam Goldberg made a motion to accept the bid from Jose M. Mejares to complete the annual audit at a cost of \$780.00, Glenn Lyons seconded the motion and the motion passed unanimously.

MAINTENANCE ITEMS:

A. LANDSCAPE MATTERS

Management noted that we are currently working with Drew Patiki to have the Liquidambar Trees along Arriba St. and Cargill Ave. trimmed. It is expected that the trees will be trimmed in about 30 days.

B. PAVING

Management discussed that based on the recommendations received from legal counsel, we are obtaining bids from J&S Asphalt Paving Sealing & Striping Co., Inc. and Aztec Paving to repair the scraping/gouging of the parking stalls throughout the property.

C. RESERVE STUDY

Management discussed that Association Reserves, Inc. should have the Reserve Study completed by April 20, 2007.

D. 7975 PLAYMOR TERRACE / 8034 CAMINO TRANQUILO

After a brief discussion Glenn Lyons made a motion to accept the proposal from CBS to replace the patio and fence at 7975 Playmor Terrace and the patio at 8034 Camino Tranquilo at a negotiated price of \$11,000.00, Catherine Haugen seconded the motion and the motion passed unanimously.

E. 7997 PLAYMOR TERRACE

After a brief discussion in regards to the installation of a handicap ramp at 7997 Playmor Terrace, Sam Goldberg made a motion to approve the letter written by management stating that the homeowner will be required to fill out an Architectural Request form and be responsible for hiring a licensed contractor and the associated cost to complete the work, once the request as been approved by the Board of Directors.

F. ANNUAL MEETING

Ginger Cameron made a motion to accept the proposed Annual Meeting Rules and Procedures for election and balloting and have it mailed to all the members, Kathy Haugen seconded the motion and the motion passed unanimously.

G. A. MCKIBBIN & CO. CONTRACT RENEWAL

Sam Goldberg made a motion to accept the renewal addendum from A. McKibbin & Co. at a cost of \$2,411.00, Kathy Haugen seconded the motion and the motion passed unanimously.

H. DECK REPLACEMENT

After reviewing the bids from Millennium Building Services at a cost of \$4,129.00 and CBS at a cost of \$6,600.00 to replace the deck at 7941 Camino Tranquilo, Sam Goldberg made a motion to require the homeowner to replace the deck due to the

homeowner's refusal to remove the large amount of debris that is being stored on the patio, which creates a haven for both rats and termites, Glenn Lyons seconded the motion and the motion passed unanimously.

ADMINISTRATIVE

A. CAROLYN LI

Management discussed that Carolyn Li has been ordered to pay the Association \$775.00 – due to her failure to comply; Management has filed a claim against her in small claims court for the purpose of enforcement.

B. HEARINGS

There were nine hearings scheduled at this meeting.

- 1) Sam Goldberg made a motion that a fine of \$50.00 will be assessed to 7976 Camino Tranquilo for failure to remove the shaving cream that was sprayed on the front stucco, Glenn Lyons seconded the motion and the motion passed unanimously.
- 2) Sam Goldberg made a motion that a fine of \$50.00 will be assessed to 8026 Camino Tranquilo for failure to comply with the Rules and Regulations of the Association as they continue to park their motorcycle and vehicle in the same parking space, Glenn Lyons seconded the motion and the motion passed unanimously.
- 3) After a brief discussion Sam Goldberg made a motion that a fine of \$50.00 will be assessed to 7963 Playmor Terrace for failure to comply with the Rules and Regulation of the Association and dispose of the unit's rubbish and bulky items in the proper manner, Glenn Lyons seconded the motion and the motion passed unanimously.
- 4) Sam Goldberg made a motion that a fine of \$50.00 will be assessed to 7986 Playmor Terrace for failure to remove the ivy located in their patio that has grown onto the tree and is beginning to grow onto the fence, Catherine Haugen seconded the motion and the motion passed unanimously.
- 5) After a brief discussion Sam Goldberg made a motion to dismiss the violation against 7993 Playmor Terrace for failure to replace or repair the screen door as it will not stay shut, Glenn Lyons seconded the motion and the motion passed unanimously.
- 6) After a brief discussion the homeowner of 3934 Via Tranquilo agreed to comply with the Rules and Regulation of the Association. The homeowner will no longer have her dogs on the common area of the property without a leash.
- 7) Sam Goldberg made a motion that a fine of \$200.00 will be assessed to the unit of 7924 Camino Tranquilo for failure to remove the shed located in their patio, Catherine Haugen seconded the motion and the motion passed unanimously.

- 8) Sam Goldberg made a motion that a fine of \$300.00 will be assessed to the unit of 7958 Camino Tranquilo for continued failure to correct their multiple violations, Glenn Lyons seconded the motion and the motion passed unanimously.
- 9) Sam Goldberg made a motion that a fine of \$100.00 will be assessed to the unit of 8026 Camino Tranquilo for failure to trim the tree located in their patio, Catherine Haugen seconded the motion and the motion passed unanimously.

C. NOISE TRANSFER PROBLEM

After a brief discussion Sam Goldberg made a motion that the Association proceed with the recommendation of Ralph Godfrey and hire a sound engineer to perform sound testing at a cost not to exceed \$1,500.00, Glenn Lyons seconded the motion and the motion passed unanimously.

D. CORRESPONDENCE

The Board and Management reviewed the letters that were sent to homeowners throughout the community – any homeowner who is not in compliance will be called to a hearing.

E. WATER LEAK RE-CAP

After reviewing the request from the owner of 7906 Playmor Terrace, the Board duly motioned and seconded to deny his request for reimbursement in the sum of \$317.00 for the inconvenience caused by the water leak.

After a brief discussion and a review of the letter written by Jon Epsten, the Association’s legal counsel, the Board of Directors concluded that it would be in the Association’s best interest to take no action at this time against Master Plumbing.

ADJOURNMENT

There being no additional items for discussion, the meeting was adjourned at 8:15 p.m.

Respectfully Submitted,

Sean DeFreitas
Recording Secretary

APPROVED

Ginger Cameron, Secretary

Date