

Carriage Lane Home Owners Association
October 10, 2015 Board Meeting Minutes
Location: East Anaheim Community Center Time: 9:00 AM – 9:30 AM

Attendance

- **Board:** Mrs. DeFalco, & Ms. Presz, & Ms. Abrego (Quorum)
- **Members:** Mr. Abrego, Mr. Lecessee,
- **Others:** William Fox, Recording Secretary

2016 Annual Budget Study Session

- The 2016 Annual Budget worksheet was passed out examined by everyone in attendance. This worksheet included year- to-date activity, forecasted activity at year end, comparison of forecast to annual budget, and a proposed 2016 budget. Explanations were provided by Mr. Fox on the year end forecasted numbers and the assumptions used for the 2016 budget line items. The 2016 reserve schedule was also examined for additions and planned projects. After review and discussion the committee and the Board members unanimously agreed the 2016 assessment rates will remain unchanged.

Prior Meeting Minutes Approval

- The September 12, 2015 regular and executive session minutes were approved.

Landscape & Common Area Matters

- The coral trees are scheduled for trimming in October by Avila Landscaping.
- Avila Landscape was requested to clear the V-ditches prior to the rainy season. This will allow the excess water to run off into the storm drains. A follow up will be done to see where they are on the handling of this request.
- There has not been any feedback from the City Police Department on the timing of when a police officer will be placed on Brighton Lane. Based upon the volume of driving being done this is likely not a high priority area.
- Mr. Abrego reported that the corner of Golden Sky and Brighton Lane requires attention. This area needs clean up and possibly some new plantings.

Finance & Administrative

- The September 2015 financial statements were reviewed and approved.
- The past due accounts were discussed. One account received a past due notice. There was also one account that is currently on a payment plan.
- Correspondence written and received was reviewed.
- The Board discussed the need to send out a newsletter to accompany the 2016 budget. Topics to be included: 1) Notice that the assessments will remain at the same level for 2016. 2) A call for candidates to be on the Board for 2016, 3) Election will take place in December 2015, and 4) Request for email information for future correspondence.

Architectural

- A walk through follow up will be done to help identify outstanding architectural items requiring owner attention.
- Mr. & Mrs. Abrego submitted an approval request to repaint their home to the Master Association. The request was denied since a signature of the adjoining owner was not obtained. The home was being painted the same color as before. The owners requested that it be looked into to waive the Master Association approval when painting the same color.
- Mrs. Abrego reported that she is in process of getting a contractor to provide a bid for the mailboxes. Mr. Fox also relayed information provided by Mr. Konovalov regarding the mailboxes. This was that there are two mailbox clusters that are in need of repair. These may require some temporary repair work to address the interim period until the new installation takes place.

Master Association

- Mr. Konovalov provided a status update that was provided to Mr. Fox to report:
 - The revised voting requirements have reduced the quorum requirement. It previously required 1,168 votes. It has been reduced to 584. This will make getting a quorum easier to achieve.
 - There are only 4 out of the 39 sub-associations qualified as delegates. Carriage Lane is one of the four associations.
 - There were 21 architectural approval requests submitted in September 2015. All were approved.
 - The water used in landscaping has been reduced by 36%. This will allow the ability to go to an alternative watering schedule.
 - The 2016 draft budget reflects a dues decrease from \$187 per quarter to \$172 per quarter. The change is mainly due to decreased legal fees and water use.

Next Meeting Date

- The next meeting is on November 14, 2015 at 9 AM. The meeting will be at the East Anaheim Community Center.

Minutes Approval

- Minutes Approved By: _____
- Minutes Prepared By: _____