

**MINUTES OF THE HILL 'N DALE TOWNHOMES 'OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING HELD JUNE 14, 2018**

The Meeting was called to order by Association President Jerry Koch at 6:56 p.m. in the Community Clubhouse located at 7770 Margerum Avenue, San Diego, CA 92120.

Directors Present:	Jerry Koch	President
	Stephanie Severson	Vice President
	Genevieve Guibord	Secretary
	Flo McCutcheon	Treasurer

Also present: PJ Chandler, CCAM, CMCA Community Manager, PHOAC, Inc.

OPEN FORUM

There were two homeowners present.

One homeowner was present with her tenant to report that they were smelling marijuana in their bathroom. It appeared to be coming from the unit behind them,

Another homeowner was present to discuss his vehicle being towed recently. He was inquiring about the towing policy for the Association.

MINUTES

The Board reviewed the meeting minutes from the meeting held April 5, 2018. A motion was made and seconded to approve the minutes as corrected.

FINANCIAL REPORT

The Board reviewed the Financial Reports for both periods ending April and May 2018. It was noted that as of May 31, 2018 the Association had the following:

Assets: \$273,821.67
Operating Account: \$19,969.81
Reserve Account: \$253,423.68
Accounts Receivable: \$428.18
Pre-paid Income: \$13,605.38

Year to Date Income: \$143,512.31
Year to Date Expenses: \$138,865.26
Year to Date Reserve Allocations: \$38,602.24 (included in year to date expenses)
Net Gain: \$4,647.05

After discussion, upon a motion made, seconded and carried, the Board approved the financials as presented.

COMMITTEE REPORTS

A. Architectural: ... It was noted that the windows were not the correct windows for unit 209.

B. Maintenance: ... The Board reviewed the maintenance log for the month of June.

1. **Clubhouse Siding:** ... The Board reviewed a revised proposal to replace the rotted out wood siding in the back of the clubhouse with stucco in lieu of wood.

COMMITTEE REPORTS (cont.)

- C. Landscape; ... The Board reviewed the walk-through report submitted by Green Valley Landscape from May.
 - 1. Proposal 608-2018-02; ... The Board reviewed a proposal to refresh the mulch throughout the association. Proposal included 15 cubic yards of mulch at \$60 each. Total proposal was in the amount of the amount of \$900. A motion was made and seconded to approve the proposal.
 - 2. Proposal 608-2018-03; ... The Board reviewed the proposal for replanting the area where the retaining wall was rebuilt. The proposal was not approved.

- D. Maintenance; The Board reviewed the maintenance log for the month of March.
 - 1. Clubhouse Siding; ... The Board reviewed the proposal for the clubhouse siding. It was agreed the proposal was too high. Jerry asked to have the vendor contact him directly.

UNFINISHED BUSINESS

- A. Rain Gutters; ... The Board reviewed the proposals to install the rain gutters in 7780. A motion was made and seconded to approve the proposal submitted by Affordable Rain Gutters in the amount of \$1,076.

- B. Wash Contract ... The Board reviewed the letter from Wash regarding their new and updated technology. It was also a notice of an intent to increase their portion of the profits by 6%. Management was asked to find out exactly what they were increasing by 6%.

- C. 2017 Audit Report; ... The Board reviewed the 2017 audit report. A motion was made and seconded to forward to the audit to the membership.

NEW BUSINESS

- A. Reserve Study; ... The Board reviewed the proposal for updating the reserve study for 2019. A motion was made and seconded to approve the three year cost savings option with Barrera Reserve Specialists.

- B. Termite Inspection Report; ... The Board reviewed the proposal submitted by Mt. Helix Pest Control for unit 210. A Motion was made and seconded to approve proceeding with the recommended spot treatment in the amount of \$345.

ADJOURNMENT

With no further business to come before the Board, a motion was made, seconded and carried to adjourn the Open Session Meeting at 7:40 pm.

Secretary

Date