

Hampton Park Homeowners Association

C/O C & C Property Management

Board of Directors Meeting

Leisure Town Rotunda Room, 100 Sequoia Dr, Vacaville CA 95687

Minutes March 5th , 2019, 6:30 pm

1. 6:30 pm Call to Order – Quorum of all 5 present

Current Board:

<input type="checkbox"/> Doug Norton	President
<input type="checkbox"/> Kathleen Raines (Absent)	Vice President
<input type="checkbox"/> Frances Peterson	Secretary
<input type="checkbox"/> Wendy Roberts	Treasurer
<input type="checkbox"/> Marty Merschat	Director at Large

Also Present: Rich Cardosi Property Manager

Open Homeowners Forum Conducted at 6:30 for the members in attendance.

1 Approval of Minutes

- January 3rd 2019 Meeting which was rescheduled from January 1 due to the holiday – Motion to approve minutes as written was made by Mrs. Peterson, seconded by Mrs. Roberts, and carried unanimously.

2 Approval of Financial Reports

- YTD through January 2019. These reports have been modified to comply with the new law which took effect at the beginning of the year. Reports include a general ledger, all bank statements, and reconciliation reports. - Motion to approve reports as presented was made by Mrs. Peterson, seconded by Mr. Norton and carried with all in favor.
- A new financial committee was formed with Mrs. Roberts and Mrs. Peterson agreeing to review financial records on a monthly basis to be formally approved at the bimonthly meetings. Motion to create this committee made by Mr. Norton seconded by Mr. Merschat with all in favor.

3 Open Business

- Landscaping
 - i. The Board discussed the performance of California Valley Landscape, and reviewed a lengthy proposal to perform numerous enhancements throughout the complex which were the result of a walk-through inspection conducted with board members and the contractor in February. This proposal was tabled indefinitely due to contract negotiations detailed below.
 - ii. A letter from landscaping contractor was reviewed notifying the Association that the contract rate will increase by \$250 bringing the monthly expense to \$4475. In response to this the board sought bids from other landscape companies.
 - iii. The board reviewed maintenance proposals from three other landscape firms:
 1. LandCare \$3703 per month
 2. New Image \$4150.
 3. Cagwin Dorward \$5440Landscape contract was awarded to Landcare, with the commencement date of April 15. Motion , seconded all in favor. Manager will notify current contractor of termination and arrange for the turnover to LandCare.
 - iv. The Board also reviewed a proposal to install erosion control rock along the canal banks. This item was tabled.

4 New Business

- Arborist work
 - i. The Board reviewed proposals from three different certified arborist companies to complete the general tree care including pruning and selected removals. This work is intended to

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complete the project started last year on the remaining trees throughout the complex. A scope of work outlining what needs to be done was created by Mr. Merschat, which was used to obtain comparable bids as follows;

- Quality tree service \$4500
- A plus tree service \$3534
- Joe Deese trees \$2190

Motion to award the tree care project to Joe Deese trees was made, seconded and approved unanimously. Further, the board authorized any extra work up to a limit of \$3500 in order to fully complete the revised scope of work prepared by Mr. Merschat agreed to work with the contractor to determine what extra work is needed.

Concrete work in the common area

The Board is considering the installation of a new concrete curb to help control erosion along the cart path and prevent slipping hazards from soil washing out onto the surface . The board reviewed a proposal to construct this new curb along the eastern edge of the cart path from the intersection of Yosemite and Plumas through the turf area to the north. The board was provided a bid to enable a budget to be developed for this project. Further bids are being sought based on the scope of work being considered. This item will remain on the agenda.

5 Executive Session (commenced at 6:00 pm):

- CC&R violations were reviewed and discussed. One case was closed, one case was held over pending response from homeowner, and the subsequent fine was assessed for another home still out of compliance.
- Board discussed collection matters including the status of a pending foreclosure for one delinquent owner.

Respectfully Submitted By,

Rich Cardosi, Association Manager