

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 July 2nd , 2019, 6:30 pm

1. 6:30 pm Call to Order – Quorum of four directors present

Current Board:

<input type="checkbox"/> Doug Norton	President
<input type="checkbox"/> Kathleen Raines	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 many members in attendance with general concerns and complaints about the landscaping. The board met with representatives from LandCare as mentioned below in open business. LandCare stayed for the open forum and addressed many of the homeowners specific concerns.

1 Approval of Minutes

- May 7th 2019 Motion to approve minutes as written was made by Mr. Merschat, seconded by Mrs. Peterson, and carried unanimously.

2 Approval of Financial Reports

- YTD through June 30 2019. Motion to approve reports as presented was made by Mrs. Peterson, seconded by Mr. Norton and carried with all in favor.

3 Open Business

- Landscaping
 - i. The Board met at 6:00 pm with Earle Grantham and Jessica Cole from LandCare to discuss numerous issues and complaints about the general practices and standards used for the maintenance of the properties. It was noted that many of the numerous work orders issued over the last two months were for routine maintenance items rather than extra work. LandCare stated that they are working to improve their level of service, and then announced that they are bringing in a new crew with more experience to help them catch up with the growing workload caused by the current crews deferred maintenance. They also announced that they were instituting a new plan of zoning the complex into sections to help organize routine pruning of the shrubbery throughout the complex, which is one of the primary complaints from the membership. LandCare also agreed to immediately re-stake the tree at 279 Yosemite for which a work order has already been issued.
 - ii. The board once again requested a list of plant specimens which are best suited for the environment at Hampton Park. LandCare agreed to provide a list of appropriate groundcovers, shrubs, and trees, which will thrive in the local conditions.
 - iii. The board also ratified proposals for extra work approved in May:
 - 1. Est number 315-0116 for irrigation repairs approved at a cost of \$175
 - 2. Est number 315-3149 to replace plants in the front yard at a cost of \$1366
 - 3. Est number 315-4184 to remove the fallen tree at a cost of \$336
 - 4. Est number 314-9622 to add additional drainage to the concrete project at a cost of \$700
 - iv. The Board also approved a new work order to install a new crêpe Myrtle at 367 Grand Canyon at a cost of \$315.
- Director Elections
 - i. The manager sent self nomination forms to the membership in June in an effort to identify any new candidates for the upcoming board elections . Nomination period shall close at the end of August.

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4 New Business

Budget 2019-2020

- i. The Board reviewed enhanced financial reports including the year to date data, and discussed an adjustment to the assessments for the coming fiscal year. After taking into consideration the increased operating expenses anticipated, and the need to perform more landscape enhancement work in the coming years, the board agreed that a modest increase in the base assessments shall be necessary. Mrs. Peterson made a motion to increase assessments to \$100 per member per month, and the motion was seconded by Mrs. Roberts. Vote was 520 in favor.
- ii. Manager will send a full budget packet to the membership at least 30 days before the new dues take effect on October 1 of this year. Budget packet will include a cover letter , the budget spreadsheet , all of the required annual disclosures , and a copy of the most current rules and regulations for the Association.

Election of officers

- i. The board re-elected officers as follows:

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

5 8:15 PM - Meeting adjourned.

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

- CC&R violations were reviewed and discussed. An additional fine was assessed for a home still out of compliance with the home maintenance requirements.
- Board discussed collection actions
- Board met with landscape contractor regarding the concerns of some specific cases, which was also discussed in open business as noted above.

Respectfully Submitted By,

Rich Cardosi, Association Manager