

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 Sept 5th , 2019, 6:30 pm

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

Current Board:

| | |
|---|-------------------|
| <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 Mersch | Director at Large |

Also Present: Rich Cardosi Property Manager

Open Homeowners Forum Conducted at 6:30 for the members in attendance with general concerns and issues with the landscaping. One of the board members from the LTHA also appeared to discuss disaster preparedness with the members in attendance. Representatives from the landscape contractor, LandCare, also to questions from the members regarding current landscape conditions.

1 Approval of Minutes

- July 2 2019 meeting, Motion to approve minutes as amended to correct officer position titles was made by Mrs. Peterson, seconded by Mr. Mersch, and carried unanimously.

2 Approval of Financial Reports

- YTD through August 31st 2019. Motion to approve reports as presented was made by Mrs. Peterson, seconded by Mrs. Roberts 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 the state of affairs with regard to the landscaping services. Landcare advise the board that they had changed crews and feel that they are caught up with open work orders, and have addressed the deferred maintenance issues noted at the last meeting . The board noted that certain key issues such as weeding and irrigation adjustments are still not under control. LandCare stated that they will produce a full irrigation system audit for the board to review in the coming week along with a plan to address the weeds in the canal area.
 - ii. Landcare also produced a photographic list of plant species they feel would be deemed appropriate for our community.
 - iii. The board also reviewed proposals for extra work:
 - 1. Est number 316-3347 for new Azalea bushes at a cost of \$514 - denied
 - 2. Est number 315-9253 to replace irrigation valve at a cost of \$343 - approved
 - iv. The Board also approved a proposal from Deese trees to replace the dead pear tree at 342 Grand Canyon at a cost of \$700. Motion to approve seconded with all in favor
- Director Elections
 - i. There being no candidates forthcoming after recently distributing the self nomination form, the board motioned to conclude this years election of directors by acclamation. Motion seconded and approved unanimously. The same five board members shall retain their seats.

4 New Business

- Landscape contract

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- i. The Board reviewed 4 proposals from landscape contractors to take over the maintenance contract. No changes being made at this time, but the board will continue to monitor performance of current contractor and will hold executive session to discuss alternatives if needed.

HOA insurance

- i. The board reviewed proposal to renew annual HOA insurance package. Coverage and premiums were as follows:

| | | |
|-------------------------|-------------|--------|
| 1. Property insurance | \$19,745 | \$971 |
| 2. General liability | \$1,000,000 | Incl. |
| 3. Fidelity coverage | \$150,000 | \$405 |
| 4. D&O liability | \$1,000,000 | \$1051 |
| 5. Umbrella | \$1,000,000 | \$610 |
| 6. Workers compensation | \$1,000,000 | \$377 |

Motion to approve policy and a total premium of \$3714 (including agent fee of \$300) was made seconded and approved unanimously.

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