

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 3rd, 2020, 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	Treasurer
<input type="checkbox"/> Wendy Roberts	Secretary
<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 with general concerns and issues, primarily regarding landscaping. Board discussed this in detail under open business.

1 Approval of Minutes

- January 7th, 2020 meeting, Motion to approve minutes as amended was made by Mrs. Roberts, seconded by Mr. Merschat, and carried unanimously.

2 Approval of Financial Reports

- YTD through December 2019. Motion to approve reports as presented was made by Mr. Norton, seconded by Mrs. Roberts and carried with all in favor.
- CPA Financial Review report was approved on a motion by Mrs. Peterson, 2nd by Mr. Merschat with all in favor.

3 Open Business

- Landscaping
 - i. The board discussed the performance of the landscaping contractor at length and determined that they are still not performing up to standards, despite numerous efforts to communicate the boards expectations over the past two months. The board requested that proposals be obtained to take over the landscape contract from an alternate company. Manager will arrange this as soon as possible, and the board will hold an executive session meeting to make a final decision.
 - ii. The Board ratified decisions to perform landscape repairs at 373 and 360 Grand Canyon Dr.
 - iii. The board tabled the proposal to install Bender board in the common areas.
 - iv. The board reviewed a proposal to remove and replace several pear trees throughout the community. This work will entail the removal of 10 flowering pear trees, finding the stumps, and replacing with a 15 gallon crêpe Myrtle. Motion to approve this work made by Mrs. Roberts seconded by Mrs. Peterson with all in favor. Mr. Merschat agreed to look at these trees to verify the scope of work . Project cost \$8320.
- Policies and Procedures
 - i. The Board discussed the amendment of the Association’s architectural control policy to better clarify the rules regarding statuary in the yards. The board intends to put a committee together to further discuss and recommend amendments to the current rules.
- CC&R Revision
 - i. The Board reviewed two proposal from law firms to amend the Association’s governing documents. Further discussion about this project shall be included in the work of the new committee discussed above.

Hampton Park Homeowners Association

C/O C & C Property Management

4 New Business

Open Space parcels

- i. The Board discussed the possibility that the Hampton Park common areas, comprised of primarily the drainage canal, may be transferred to the Master Association, LTHA. A motion was made by Mrs. Peterson to open communications with the Leisure Town board to further discuss this possibility. Motion was seconded by Mrs. Roberts, and was passed with four votes in favor and one abstaining.

Landscape committee

- i. The board discussed the formation of a new landscape committee to help the board establish guidelines , a list of approved plans , and general landscaping objectives with the intention of assisting the board in managing this critical task and contract. This committee may be especially valuable when a new contractor selected as discussed above in open business . A charter for this committee was offered by the manager. The board approved this charter with some minor amendments made on a motion by Mrs. Peterson seconded by Mrs. Roberts, with all in favor .

5 8:15 PM - Meeting adjourned.

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

- CC&R violations were reviewed and discussed.
- Board discussed collection actions
- Board considered a request for reimbursement from a member feels that landscape service has been inadequate and seeks the partial refund of her assessments. Board requested more information from the complaining member.
- Board considered a request to remove oleanders from the front of a home based on the owners fear that these plants are toxic if ingested.

Respectfully Submitted By,

Rich Cardosi, Association Manager