

Toluca Town House No. 3 H.O.A

MINUTES GENERAL MEETING November 9, 2021 @ 6:30pm Via Zoom

1. **Roll Call**

Directors Present

Dave Philips, President
Eric Hormell, Vice President
Brenda Lambert, Secretary
Teresa Wayne, Member at Large

Directors Not Present

Gevork Grgodjaian, Treasurer

Association Members Present

Michele Phillips
Julie Cooke
Greg Cooke
Niciane Gelfo

Management Company Present

Carmen Harper

2. **Call to Order**

Meeting was called to order at 6:31pm; Quorum established.

3. **Open Forum**

- No comments

4. **Consent Agenda**

- **Minutes & Financials** – Minutes and Financials approved by the Board, 4-0

5. **New Business**

1. **Balcony Lights** - Board approved looking for replacement lights

2. **Proposed Changes to CCR's** – Carmen referenced page 37, section 1.18. It was suggested that garage be removed/struck out. Michele said it's exactly the same as 2012 CCR's except for the crawl space.

- Carmen said if it's the final draft, need town hall to explain to the members what the changes are and why, so association can make informed decision when they vote. At December meeting town hall? Attorney will draft, have to give homeowners 30 days to vote, if not sufficient amount of votes, can extend. Will attorney be present to answer questions?

- Positive changes - lateral lines responsibilities shift to HOA rather than owners. Eric suggested that the letter we send to owners should address proposed changes and why they're being suggested. Give everyone an opportunity to submit questions by certain date. We can seek legal counsel to advise as needed.

Have to open ballots at an open meeting. Dave wants to get ballot out and address in December meeting, town hall

3. **Billing for Drain Cleaning** – This year was different than in past, \$90 charge will appear on December statement. It will be automatically withdrawn for owners signed up for auto debit.

4. **Reserves** – Need to take out \$12-15k for balcony. Reserves are currently 55% funded, fully would be almost \$400k. Carmen was successful in adding sewage line plumbing repairs. Can we use it this year? Carmen will check

5. **Plumbing** – Have three big projects to complete and will cost another \$10k. Repairs for unit 4400 bamboo, we're going to take out a section of patio where the bamboo is planted. Noel is going to cut a 2x4' section of slab covered in tile. Will check the line, scheduled for 11/17-18. Do they have to turn off water? If main line needs to be repaired, need to shut off main line to most of property.

- When Noel was cleaning main line, hydro jetting, a bunch of stuff came out of the pool sewage line. Needs to dig down, replace section of pipe and a section of pipe need to be capped off. Cost estimated at \$2,600. Part of the old plumbing needs to be fixed.

Dave made motion to repair break in sewage line at pool shed, all were in favor 4-0, approved. Noel estimates repair at \$3,200, two pine trees need to be removed to make repair, cost is \$800-\$1k. Funds can hopefully be borrowed from reserves paid back.

- Drain cleaning, only 24 lines. Fewer lines but took longer and was more costly due to root invasion. Issues with sewage lines, underground/crawl space and garages, unit 350 was almost totally blocked. Noel found the slope is off on several units. 8 or 10 units will need to be cleaned twice/year. Unit 364, roots 28 ft and sand in the line. Unit 4448 was almost totally clogged, unit 4454 roots 28 ft, right under yucca tree. Eric was asked if he'd consider having it removed? He agreed to. There's a test pipe that has disintegrated. It was put in by the city years ago and capped off.

Some owners will not want to get lines cleaned, even if it's free. We need to have attorney draft a release that the HOA is not responsible for any damage caused by cleaning, and waiver for any owner not doing cleaning, that they're responsible for any issues that arise.

5. **Trees** – Four trees removed, units 4456 & 4450, and two pine trees over storm drain. Plumber removing unit 4400's nandina/heavenly bamboo. Dave proposed that the trees are trimmed this year and borrow funds from reserves. Remove four trees and do trimming or push to next year, stagger. Motion in favor of removing four trees and trimming, second by Eric, approved.

6. **Adjourn** - Board of Directors Open Session at 7:37pm

Executive session meeting immediately following Board of Directors meeting