Toluca Town House No. 3 H.O.A

MINUTES
GENERAL MEETING
June 14, 2021
Via Zoom

1. Roll Call

Directors Present
Dave Philips, President
Eric Hormell, Vice President
Gevork Grgodjaian, Treasurer
Brenda Lambert, Secretary
Teresa Wayne, Member at Large

Association Members Present
Michele Phillips
Hopi Marcum
Susana Gomez
Aida Poladian

Management Company Present
David Mayemura

2. Call to Order

Meeting was called to order at 6:33pm; Quorum established.

3. **Open Forum**

- Hopi discussed the fire pit, and the danger with wind, a child was near it. She said they took a tv out there, were out there for a while. She asked if the amount of fire that comes out can be reduced. Dave said it burned the paint off, he'll ask if they can turn the fire volume down.
-

4. **Consent Agenda**

- **Minutes** – Clean up and remove from consent agenda
- **Review of Financials** – Michele did recap, only $179 over budget
- **Rental Cap Document Approval** – Aida asked about cap, David said if Board approves it will be sent out to owners. Dave said doesn't affect her, only new owners
- **Monthly Board Meetings** - Just need to communicate to association. All were in favor.
- Approved consent agenda minus minutes

5. **Old Business**

- **Driveways** – Dave asked vendor to break out just the resurfacing. Dave's leaning toward major resurfacing/slurry coat. They use a filler, but it won't help the cracks.

Need to tear out asphalt and replace, $11k. Need to watch spending since the roofs will be costly.

- **Balconies** – Dave text Tony about doing it this year. It's a reserve item. Balconies haven't been treated for termites but need to be.
- **New Roof** – Roof is going well, on schedule, only had to replace two sheets of plywood. Building inspector told contactor that new rules may involve resurfacing with new plywood. Eric asked about doing them all in one year, since funds are already in reserves. Teresa said things come off the roof, so she moved her car to the street. Dave and Teresa said we only budget for one roof/year.
- **Termite Damage** – Teresa gave the update. Met with Higgins, Isotech and Gordon termites. Subterranean like moisture and swarm in spring, dry wood in fall. Teresa doesn't think tenting is viable since vendor only guarantees for two years and it's a lot of work.

  Gordon, who they met with today, said they can drill holes, patch and paint. Can also drill in garage closet/storage area. Can spray open walls with Timbor, which is like borax, can spray open areas and garage. It will last five years. Termador is another option, drill into wall and spray for subterranean and dry wood termites. Bob Gordan will send a quote. He said patio walls will need to be wrapped.

  Isotech needs to come out again prior to quote. Teresa is leaning towards going into attics with Timbor. Higgins gave a quote/bid today for $450/unit for the package of all four - door jams, attic, two options (storage space or in front). Aida asked what about if wood needs to be replaced, Teresa said that will be extra cost.

  Dave asked David what about owners that won't let us in. Can we force the issue? David confirmed that only can require if affects entire building, i.e. fumigate, or an emergency. Dave said added amendment to CCR's, David will review. Hopi said previous Board definitely added it, because it fell within the shared structure clause. It's the first clause in amendment.

  David said will give three day notice of entry, if don't let in, they'll need to pay locksmith. Teresa said only three units haven't participated
- **Building 3 Sewage Line Gaps** – Main sewage line, Teresa's building. Where lateral line meets main line. Been monitoring for 2-3 years, appears to have opened a little. Noel came out and took photos. This year was taken 3.5 feet closer, so it looks larger. Plumber recommended that we continue to watch the gap. Can ask Noel on Thursday how much to put backflows. Backflow was $350 in Sabrina's unit/garage, it's on her lateral. Dave said if we start the job, may need to replace all laterals and mains. They did trenchless repairs, tube covers original pipe. No tree roots in the gaps. Sleeve covers pipes.

  On Thursday, Noel is going to bring the parts that are underground to show what the sleeve/gap looks like. He's been our plumber for 5-6 years, no problems or back ups, and he's recommending that we wait and see. HOA paid for Sabrina's backflow because hydro jetting went up her toilet. Other owners would be responsible for their own backflow costs.

  Slopes are in wrong. David said he has other associations with similar issue, we need a maintenance calendar. Per CCR's, individual owners are responsible for lateral lines. Gap is at the connection of main line. Dave proposed that we wait and take plumber's recommendation.

  Do we get another opinion and spend $500-$1,000? Each plumber will want to take their own pictures/video. Michele chimed in with gap timeline. HOA hasn't seen units 4404, 4408 and Glickman. Deanna's had sludge. Muriel has frequent

backups, Bob Anderson's unit. David said certain units are prone to back ups/clogs due to tree roots. Suggest to owners about backflow valves.
Dave will send pictures and videos after Noel's visit on Thursday. We'll revisit this topic next month. David suggested a quote and timeframe so we can start saving. It's not in the reserve study.
David needs copy of Noel's report
Dave said that Teresa shouldn't vote because it directly impacts her. David agreed that she can recuse herself if it affects an individual unit.
*It was agreed to watch it and try to get it as reserve item. We didn't budget for a new reserve study this year. We get the budget ready in October.
Additionally, we'll put out valve recommendation to owners, all were in favor of this.
Garage drains cleaned – a lot of owners don't want it done due to expense. It's $110/year, it was suggested to add to dues, will be $10 increase/month
Two people that don't usually participate in camera, did this time. We'll likely need to increase camera and cleaning frequency. Aida asked what she can do, she believes in prevention. She has tree roots from neighboring tree, the pepper tree. Dave said she should be good because she participates.
Susana pays to have hers done twice/year
We were going to camera main line every 3 years, need to likely do it more often. Doing it again in July.
Michele said last camera and cleaning of the main lines was March 2019, $2,200.
We're voting to add more funds to the budget to for plumbing.
Voted to pull out lateral line and add to dues, all were in favor except Eric.

6. New Business

- **Problem Tree Removal** – When camera work was done on Building 3, discovered the lateral line under 4410 has 80% blockage, and blockage under Muriel's patio in the main line. The tree is clogging the sewer line, pushing out walls. The arborist recommended pulling it out the pepper tree, Muriel's rubber tree, pear tree, and bamboo. Also, recommended to consider the ficus trees with invasive root systems. Dave discussed with David and attorney about removing problem trees. Patio is exclusive use common area, if these trees are creating damage to main lines, Board has authority to remove the trees. CCR's states it also.
  Complication, in same article six, homeowners can't remove trees, but Board can. Dave wants arborist to come back to look at the other trees, he only looked at diseased pine and ficus in 4432.
  It would come out of operating expenses and might cause assessment. Dave said the pepper tree has to go and might be expensive because will have to redo patio. Monitor Muriel's trees?
  $1,800 to remove pepper tree. Dave wants to do it when during the regular scheduled tree trimming.
  David said 6.03, it's owner's responsibility to remove. If they don't want to remove, we can require them to remove. Send notice to applicable owners that any and all future damage to pipes is their responsibility. If they don't comply, then consult attorney. Hopi said that's not a very community oriented approach.
  Teresa made Motion to get arborist to evaluate Muriel's trees, and present with along with plumbing report to homeowners, and take it from there. Motion was approved.

- **Chimney Cleaning** – two chimneys, Muriel and Sabrina's. Possibly 352. Do they ever have them cleaned or inspected? Michele suggested that we send a reminder in the next newsletter. For the roof we had to get customer caps, flashing.
- **Rental Cap Communication to Homeowners** – Original plan to be voted on and approved on July 12 won't work, needs to be 28 days in advance. August will work. Voted to send out 30 days before.
- **Electrical problem** on property recently, short in the line. Electricians came out and put a light sensor on the electrical that runs the sprinkler system, and it flashed all night. They came back the next day. The short, near Melanie's, is part of the underground electrical lines that rotted through.
- **Pool Area** – Susana brought up that there are dogs in pool area, which is not permitted. They are not on a leash and running around. She asked to send a reminder to homeowners.

7. **Adjourn Board of Directors Open Session 8:45pm**

Executive session meeting immediately following Board of Directors meeting