



**ANDALUSIA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
HELD AT THE  
RECREATION CENTER**

February 27, 2020

**I. Call to Order – 7:05 PM**

**Directors Present:**

Ron Shore – President  
Greg Zarski – Vice President  
Matt Cano – Secretary  
John Burnett – Treasurer

**Directors Absent:**

None

**Others Present:**

Mark Brading - UNC Community Management

**II. Homeowners Open Forum**

- None

**III. Approval of Previous Minutes**

- Minutes of the Board Meeting held on January 23, 2020 were reviewed.
  - Minutes were approved as presented.

**IV. Treasurer's Report**

- Financials: John provided a summary of the financials for the month ending 01/31/2020.
  - Income – Favorable to Budget
  - Expenses – Unfavorable to Budget due to timing of annual/semi-annual bills, water usage, gas usage, and change from monthly invoicing to quarterly invoicing from Bay Alarm.
  - Overall – Slightly unfavorable to Budget
  - Reserves – Entry/Exit Gate Repairs and Tree Maintenance were paid from Reserves.
  - Delinquencies - Some minor delinquencies were noted.
- All Board Members reviewed the full monthly financial packet, which was sent via e-mail, from Community Management Services.

## V. Business Items

- Bay Alarm Fire Monitoring Permit Inspection
  - Bay Alarm continues to schedule the final permit inspections with the City of Fremont. Three buildings still require a final permit inspection.
- SB323 – New Election Rules
  - New Election Rules were prepared by the Association Attorney and reviewed by the Board.
  - Board discussed modifications to the Election Rules.
  - Election Rules to be finalized at next BOD Meeting.
- Inspector of Elections Proposal
  - SB323 does not allow the Association Manager to serve as Inspector of Elections resulting in additional costs for the Association.
  - A Proposal from HOA Election Services, LLC was reviewed by the Board.
  - Proposed cost to perform Inspector of Election Services ranged from \$925 - \$1,250 + materials.
  - BOD approved Option 2 services to be performed by Election Services, LLC.
- Front Entry / Exit Gate Operators – Repair or Replace
  - Over the past year approximately \$8,000 has been spent on repairs of the front entry / exit gates.
  - Proposal to replace the front entry / exit gate controllers is \$11,908 for the entry gate and \$11,908 for the exit gate.
  - Reserve Study projects 5 year remaining life with estimated replacement cost of \$7,654 / gate.
  - BOD to revisit replacement / repair next year.
- 2020 Reserve Study – Component Replacement Schedule
  - The Board reviewed the component replacements scheduled for 2019 – 2020.
  - Tree Maintenance and Asphalt maintenance were two large expenditures scheduled to be performed in 2020.
- Raccoons at Andalusia
  - Raccoons have been reported at Andalusia and the entire Bay Area.
  - No threatening or destructive behavior has been noted at Andalusia.
  - Alameda County Vector Control provides services to remove problem raccoons if necessary.
- Next Board Meeting Date – March 26<sup>th</sup> @ 7:00 PM.

## VI. Association Manager's Report

- Work order history and homeowner activity, for the period of 01/20/2020 – 02/23/2020, was reviewed by the Board.

## VII. Committee Reports

- Landscaping – None
- Pool/Clubhouse – None
- Fountain – None
- Lighting - None
- Parking Compliance – None

**VIII. Adjournment – 7:49 PM**

Respectfully submitted



3/26/2020

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Ron Shore, President