



BOARD OF DIRECTORS REGULAR MEETING MINUTES
January 26th, 2023

Meeting held at 7:00 PM in the Andalusia Clubhouse.

Present:

Ron Shore - President

Matt Cano - Secretary

Kenny Feng – Vice President

Rob Roggenbusch (CMS) – Assoc. Mgr.

John Burnett - Treasurer

Two homeowners

GENERAL SESSION

I. Call to Order - 7:00 PM

II. Homeowner Forum

The two homeowners in attendance recently had a bad roof leak and ask about previous and future preventive measures to try and minimize roof issues in the future. The Board explained that the roofs were inspected in December 2021 and repairs made to many buildings. The roofs were inspected again in December 2022, however the heavy rains started the next week before the inspection report was even completed. The Board pointed out the HOA pays for two gutter cleanings every year. The homeowners also asked about the next steps in their restoration, and Rob said he would issue a work order for that as soon as the roofing company confirms repairs are completed.

III. Approval of Previous Minutes

December 1st, 2022 – Matt motioned to approve the minutes from the December 1st, 2022 Board Meeting as presented. John seconded, and the motion passed unanimously.

IV. Treasurers Report

1. Financial Reports ending December 31, 2022 - the Board has reviewed all nine of the documents and ratified the financials in accordance with California Civil Code 5500.
2. Delinquency and Aging Report - presented.
3. Authorization of electronic payments – Ron motioned that all electronic utilities, insurance and reserve contributions are approved by the Board for the entire year of 2023 for the purpose of California Civil Code 5502. Kenny seconded, and the motion passed unanimously.
4. CD Review – Ron motioned that the Board purchase a 13-week CD at 4% from Heritage Bank with \$100,000 from the Reserve Account and the balance of the Reserve Market Placement account currently at \$69,572.86. Kenny seconded and the motion passed unanimously.

V. Agenda Topics

1. Architectural applications – none at this time.
2. Leasing Status update – Ron motioned that the Board approve a leasing exception for Theyaghu Kalaiyan at 1029 Avila Terraza until July 31, 2024. Kenny seconded, and the motion passed unanimously.

3. Tree trimming – A-Plus Tree has asked Rob to contact PG&E and ask them to trim certain trees in the approved proposal along Gallaudet near power lines.
4. 2023 Reserve Study – in progress.
5. Water Restriction Landscape Considerations – final landscape plan for landscape conversion is complete.
6. Roof Inspections and repair issues – the roofer has reported that all but one current roof repairs work orders have been completed, though not all invoices/reports have been received yet. They are working on this so the rest of the restoration work orders can be distributed.
7. Reserve Study projects for 2023 - the Board reviewed Reserve Study items that are coming due in the next 2 years to see if there are any projects to be considered.
8. New Laws for 2023 – Rob presented a summary of a few new HOA laws for 2023.
9. **Next Board Meeting Date – Thursday February 23rd, 2023 at 7:00 PM**

VI. **Manager's Report**

1. Work order log – presented.
2. Utility Log – presented.

VIII. **Committee Reports**

1. Landscaping
2. Pool and Recreation Room
3. Fountain
4. Lighting
5. Parking Compliance

IX. **Adjournment – 8:11 PM**

**These meeting minutes were approved in the
February 24th, 2023 Board Meeting.**