

**CAMPUS WALK HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES**

DATE: May 18, 2009
TIME: 5:00PM
PLACE: Study Lounge

CALL TO ORDER:

The Meeting was called to order at 5:00 PM. by Jeremy Moselle, President.

ROLL CALL:

Jeremy Moselle - President

Lance Gatewood– Vice President

Daniel Bloss - Treasurer

Absent: Cynthia Haines, Secretary
Management

Kathleen Kinley – Member at Large

Representatives:

Debbie Tolton

John Price, CMCA, PCAM, LSM, CAAM

QUORUM: (3)

A quorum was present to conduct a lawful meeting.

HOMEOWNERS' INPUT / ATTENDANCE:

Pam Farris – Homeowner of 231- expressed concern of lack of gutters in stairwells, particularly in the north side of complex and replacing missing extinguishers.

Asked about what was being done about the door that has not been painted the proper color for some time. Discussed roof-access panels not being secure.

Response -- *The access panels around the pool are secured. The panel by the HOA office is unsecured as HVAC technicians need access to the roof when Management is not there.*

Duane Bateman – Homeowner of Unit 115&119 – recommended using Troop Aluminum who installed the gutters around his units. Asked for update from Attorney.

Chris Whitmore – Representing HO Unit #104 – expressed concern, voiced by his parents, with the behavior and littering that is occurring around complex – particularly this past weekend.

Asked if BBQ's are operational.

Response - *Management will check to make sure gas BBQ is operational.*

Matt Avetian – Representing HO Unit # 227 – asked about pressure washing schedule – was there one in place. Requested that the bird droppings be cleaned off window sill – it is so bad cannot open bedroom window.

Response – *pressure washing is scheduled. Will attempt to clean window sill when in his area.*

- **ACTION:** Management will contact Troop Aluminum to put bid together to present at next Board meeting.
- Management will inventory fire extinguishers and present at next Board meeting the number of extinguishers, and costs to replace at next Board meeting
- Management will mail approved paint colors to owners who require their door's to be repainted
- Management will schedule with Matt Avetian, tenant of Unit 227 to have window sill pressure washed.
- Attorney – management to contact immediately and request that repairs begin ASAP due to monsoons just around the corner. Will report at the next meeting.

APPROVAL OF MINUTES OF LAST MEETING:

- A **MOTION** was made to approve the Minutes of the regular Board Meeting of April 20, 2009. The motion was seconded. The motion was passed unanimously.

PRESIDENT'S REPORT – Mr. Moselle

A formal report was deferred.

Based on last year, Mr. Moselle recommended suspending security services until the students return in August as a cost saving measure. Discussion ensued.

- A **MOTION** was made to suspend Security services until the next Board Meeting where it will be reviewed. Motion was seconded. Motion passed unanimously.

TREASURER'S REPORT – Mr. Bloss :

April's Financials:

Operating (US Bank)	\$ 6,838.51
Reserve (US Bank)	\$56,050.94
Delinquent Fees	\$ 6,949.15
Prepaid Fees	\$18,202.73
Unpaid Bills	\$ -0-

- A **MOTION** was made to accept the Treasurer's Report for the period ending April 30, 2009. The motion was seconded. The motion passed unanimously.
- **ACTION:** Management will look into the fluctuation of revenue as reported in February, March and April.

Mr. Bloss presented the board a spreadsheet he put together based on the 09 budget and expenses paid to date. Expressed concern with financial condition should expenses continue at same pace. He suggested considering the direct employment of our own patrol personnel. Discussion ensued but no decision made at this time.

RATIFICATION OF EXPENDITURES UNDERTAKEN ON BEHALF OF HOA:

Per the equipment funding approved at the April board meeting, **\$629.23** was spent on pressure washer, blower and miscellaneous tools for the community.

GATES:

The Board of Directors reviewed the gate bids submitted (per specs) which Mr. Price reviewed.

- **ACTION TAKEN:** The following persons (Mr. Moselle, Mr. Bloss, Mr. Price, Ms. Tolton) will meet with Antech and Intel to reconcile the bids against the specs and will report at the next Board Meeting their recommendations.

TOWING

The Board of Directors reviewed the revised parking/towing policy. Discussion ensued.

- **ACTION TAKEN.** Management will amend the revised parking policy and towing procedure which will go into effect August.
- New parking permits will be different color. Lot #'s will be pre-printed on them. Replacement permits will cost \$25/per permit.
- Management will continue issuing warnings until then. Beginning August, vehicles which do not have proper permit will be towed without warning. Will continue issuing warning on both the vehicle and the unit if the vehicle has a current permit, but is parked in the wrong spot.
- Management will contact the two recommended towing companies and look into the location of their drop lot, and investigate willingness to attach an on-call fee with their towing charges.

ENFORCEMENT:

The Board of Directors reviewed the current CCR enforcements/fining policy. Discussion ensued.

- **ACTION TAKEN.** The Board of Directors instructed Management to start hearing process/fining on balconies with BBQ's which are not gas operated.
- Management will research which units have submitted ARC approvals for furniture placed on balcony.
- Revisions will be made to the current fining process to ensure compliance with State Statues.
- Trash – each violation – picture to be taken and submitted to the homeowner. Want to continue \$50 fine.
- Discussion ensued regarding red tagging of units by City Police.

MANAGER'S REPORT:

The Board of Directors reviewed the written report of Manager's action items; including an e-mail from homeowner regarding parking/towing.

- Manager reported that a new Maintenance man has been hired; Paul Garcia, who accepted the position on Friday, should report to work on Wednesday.
- Camera needs to be purchased.

- Management reported that a city inspector who inspected the installation of the a/c unit above the HOA/study lounge is requesting that a guard rail be installed on the north side of the roof since the unit is less than 10ft from the edge. Since all units are close to the edge of the roof the Association may be required to install the rails around the entire property. Need to advise John Chaix's office in the event this code requirement was an oversight by the developer at time of construction; in addition, contact Vince Catalano to see if he is familiar with this code.

EMERGENCY POLICY – Jeremy Moselle:

The Board of Directors filled out call-list of managers' numbers (both cell number and home number); Cadden phone number will also connect to the manager. Board president, who resides on-site has a key to the boiler rooms. New maintenance person also would be available have a key to the facility. Maps were distributed with the location of all the boiler rooms, timers, and meters (both electric & gas).

- **ACTION** – John Price will show Jeremy Moselle the shutoffs to all the buildings. This will be scheduled at the time when meeting for the gates.

ITEMS AS WARRANTED:

The Board of Directors reviewed additional items:

- Reserve Check for final payment of A/C unit for HOA was signed
- Daniel Bloss stated he would like to install a security door on his unit. Did not see anything in the CCR's which did not allow this. An ARC form will need to be submitted for approval. Discussion ensued.

ONE-ON-ONE BOARD TRAINING:

The Board of Directors to schedule a day when all members would be available (preferably in person) to receive one-on-one Board training provided by Cadden Community Management (can be same day as meeting).

- **ACTION** – Delay this pending the future schedules of Kathleen Kinley and Cynthia Haines.

NEXT MEETING DATE:

The next Board meeting is scheduled for **Tuesday, June 9, 2009** at 5:00 p.m. in the study lounge at Campus Walk Condominiums.

ADJOURNMENT:

- A **MOTION** was made to adjourn the regular business meeting at 8:15 p.m. The motion was seconded. The motion passed unanimously.