

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**September 12, 2016**

The Board of Directors meeting was called to order at 6:00 P.M. with Errol Emrich, Carolyn Walsh and Sara Wright in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado, Max Corrales and approximately eight homeowners.

**MINUTES**

MSC: To approve the minutes from the August 8, 2016 meeting, 3-0.

**HOMEOWNER COMMENTS**

Chong Cha, the owner of 15-178, attended the meeting to inform the Board about her concerns with the liquid amber tree outside her unit that drops seed balls on the ground. Ms. Cha is concerned that she may slip on the balls. Management will review the tree and determine what actions can be taken to reduce the possibility of her slipping.

**FINANCIALS**

The Board reviewed the July 2016 financial reports.

**NEW BUSINESS**

The Board reviewed the report and recommendations from Applied Materials & Engineering regarding the areas on the roofs where the plywood has decayed. The Board asked that AME prepare bid to write a scope of work for the roof replacement.

The Board reviewed the costs for a janitor to provide services comparable to what the Association is currently receiving from its janitorial provider. The comparable cost estimate was 5 times the cost that the Association is currently paying.

As there was no further business, the meeting was adjourned at 7:15. The next meeting will be held on October 10, 2016 beginning at 6:00pm in the Recreation Room.

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**August 8, 2016**

The Board of Directors meeting was called to order at 6:00 P.M. with Doris Casey, Errol Emrich, Paul Pascoal, Carolyn Walsh and Sara Wright in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado, Max Corrales and approximately six homeowners.

**MINUTES**

MSC: To approve the minutes from the June 21, 2016 meeting, 5-0.

**HOMEOWNER COMMENTS & HEARINGS**

Kathryn Smith, the tenant from 10-250 attended the meeting to discuss the letter she received. The owner of the unit was not present. The Board informed her that she is responsible for the actions of guests, whether they are invited or not.

Abdul Rydhan, the owner of 22-252 attended the meeting on behalf of his tenants, who were dog sitting when the dog bit another resident. Mr. Rydhan served the tenants with a seven day notice as the lease does not allow pets. The tenants informed him that the dog has been removed and will not be returning. The Board voted to impose the \$50 fine.

Cesar Dominguez and Jessica Scott attended the meeting regarding the incident with the dog and several guests in the pool area. The owner was not present. The Board agreed not to fine them for this offense.

MSC: To fine the following owners who did not attend the meeting, 5-0.

Fernando Zepeda	8-239	Dog urinating on mailboxes	\$50
Frank Finelli	10-250	Men urinating on mailboxes	250
Kafir Gadjiagaev	3-226	Noise complaints	\$50
Nancy Han	12-260	Noise complaints- dog	\$50
Armando Townsend	14-173	Not picking up after dog	\$50
Esmerelda Escobedo	26-226	Dog urinating on balcony	Warning

**FINANCIALS**

The Board reviewed the June 2016 financial reports.

**NEW BUSINESS**

The Board discussed the status of the garbage and recycling bins and the frequency of pickups. The Board decided not to make any changes to the current service but will continue to monitor the dumpsters for emergency pickups as needed.

Management informed the Board that the application had been submitted to the San Jose Water Company for the rebate program for the irrigation upgrades approved earlier this year.

As there was no further business, the meeting was adjourned at 7:15. The next meeting will be held on September 12, 2016 beginning at 6:00pm in the Recreation Room.

# MISSION GROVE HOMEOWNERS ASSOCIATION

## Board of Directors Meeting - Minutes

June 21, 2016

The Board of Directors meeting was called to order at 6:00 P.M. with Doris Casey, Carolyn Walsh, Sara Wright, and Errol Emrich in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado and five homeowners.

Baltazar Lopez, a community outreach assistant to Magdalena Carasco, the City Councilmember who is over Mission Grove, attended the meeting to discuss the Association's recent concerns over the homeless encampment behind the sound wall on CalTrans property. Mr. Lopez encouraged all homeowners to continue to contact the City regarding concerns they have, such as graffiti and homelessness, as the funding for each district is determined based on the proportionate number of calls received. The Board thanked Mr. Lopez for his attendance.

### MINUTES

MSC: To approve the minutes from the May 9, 2016 meeting, 4-0.

### HOMEOWNER COMMENTS & HEARINGS

Rick Engen, the owner of 2-104, attended the meeting regarding a complaint against him for smoking on the stairway in front of his unit and discarding cigarette butts into the bushes. Mr. Engen noted that he smokes in his patio and is very deliberate about properly disposing of his cigarettes in a coffee can in his patio.

Larry Barragan attended the meeting to discuss the fine letter he received for construction materials in his truck and the truck extending into the driving lane. His suggestion was to see if the curb stop could be moved closer to the center of the carport to allow him to pull forward farther so his truck does not extend out past the carport.

MSC: To fine the following owners who did not attend the meeting, 4-0.

Alireza Kahsikar	17-290	Dumping mattress	\$250
Benita ver Tagalicud	26-127	Sunshade	\$50
Ramiro Orozco	26-125	Sunshade	\$50
Frank Finelli	10-250	Noise complaints	\$100

### FINANCIALS

The Board reviewed the draft May 2016 financial reports.

### NEW BUSINESS

Management reported that during an initial inspection of the roofs, greater than normal deterioration of the plywood underlayment was discovered. Bigham Taylor Roofing recommended that a roofing consultant review the roof conditions to determine the possible cause of the deterioration and provide a solution to mitigate the conditions causing the deterioration during the next re-roofing cycle. MSC: To approve up to \$5,000 for Daniel Sullivan from Applied Materials Engineering to review the roofs, 4-0.

Management also informed the Board that in light of the above information, that it is recommended that the Board hold off on completing the reserve study until additional information is known about the condition of the roofs and the anticipated cost of the repairs so that the reserve study can be accurately updated.

Management noted that Comcast had provided a renewal of the Services Agreement along with a Compensation Agreement in the amount of \$28,500 for granting the authorization. MSC: To approve the agreements with Comcast, 4-0.

The Board reviewed the proposed budget presented by Management. The Board recommended adding in an increase in the management fee in the amount of \$4,000 annually. The dues will increase to \$266 per month, with the majority of the increase going to reserves contributions. MSC: To approve the budget as amended, 4-0.

As there was no further business, the meeting was adjourned to executive session at 7:15 to discuss employee reviews. The next meeting will be held on July 11, 2016 beginning at 6:00pm in the Recreation Room.

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**May 9, 2016**

The Board of Directors meeting was called to order at 6:00 P.M. with Doris Casey, Carolyn Walsh, Sara Wright, Errol Emrich and Paul Pascoal in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado and Max Corrales and six homeowners.

**MINUTES**

MSC: To approve the minutes from the April 11, 2016 meeting, 5-0.

**HOMEOWNER COMMENTS & HEARINGS**

Naib Girn, the owner of 23-145 attended the meeting with his tenant to discuss the fine for dumping a couch and light at the dumpsters. The tenant admitted to dumping the items at the couch. The Board imposed the fine against the owner.

Mr. Girn also noted that there was a possible leak in one of his other units, 18-285. The Association will investigate the leak immediately.

The tenants from 7-142 attended the meeting to request that the Board reimburse them for the towing charge for their vehicle which was towed because it was inoperable due to a damaged tire. The tenants admitted that the vehicle could not be driven. The Board pointed out that the Parking Rules state that inoperable vehicles will be towed immediately from the lot and that these owners were given 3 days to either repair the vehicle. The Board decided not to reimburse the tow.

Allan & Elizabeth Espinoza, the owners of 6-121, attended the meeting to discuss a violation notice they received for their dogs barking. They noted that they do not let the dogs out on the patio unattended. The Board agreed to suspend the fine for 6 months as long as there are no further complaints about the dogs.

MSC: To fine the following owners who did not attend the meeting, 4-0.

<b>Homeowner</b>	<b>Unit</b>	<b>Violation</b>	<b>Fine</b>
Shulee Yu	19-293	Oil spill	\$250
Bryan Ruttenberg	10-150	Roommate working on Lot A Gate	\$100
Sergio Espinoza	1-104	Dumping	\$250
Christopher Wood	2-234	Dumping	\$250
Mark Han	8-138	Dumping	\$250
Frank Finelli	10-250	Noise complaints	\$50
Bobbie Kennedy-Hernandez	21-175	Dumping	\$250
Robert Garneau	25-234	Dog off leash	\$50

**FINANCIALS**

The Board reviewed the draft April 2016 financial reports.

**NEW BUSINESS**

Management presented cost information on tenting the buildings for termites for discussion with the Board. The termite damage is not currently structural in nature and the Board agreed to continue to investigate the costs involved in tenting. Management will obtain additional bids and determine if it will kill additional pests (bedbugs, roaches, spiders, etc.) as well as put together an estimated full cost study including security and hotel estimates.

As there was no further business, the meeting was adjourned to executive session at 6:30 to discuss employee payroll and to record a Notice of Default. The next meeting will be held on June 13, 2016 beginning at 6:00pm in the Recreation Room.

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**April 11, 2016**

The Board of Directors meeting was called to order at 6:00 P.M. with Doris Casey, Sara Wright, Paul Pascoal and Errol Emrich in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, and one homeowner.

**MINUTES**

MSC: To approve the minutes from the March 13, 2016 meeting, 4-0.

**HOMEOWNER COMMENTS & HEARINGS**

Prem Singh, the owner of 22-253 attended the meeting to discuss two fines for CC&R violations on his billing from 2012. MSC: The Board agreed to waive the fines as there have not been any further incidents with Mr. Singh's unit since that time, 4-0.

MSC: To fine the following owners who did not attend the meeting, 4-0.

<b>Homeowner</b>	<b>Unit</b>	<b>Violation</b>	<b>Fine</b>
Hannah Ho Seo	16-280	Noise complaint& dogs not on leash	\$150
Benita Tagalicud	26-125	Sunshade removal	
Ramiro Orozco	26-125	Sunshade removal	
Francis Conteh	10-154	Dog not on leash	\$50

**FINANCIALS**

The Board reviewed the March 2016 financial reports.

**NEW BUSINESS**

The Board of Directors reviewed and discussed details regarding the pool opening. New lounge chairs and upright chairs will be purchased from Costco to replace the worn out chairs from prior years. The pool will open on the Saturday of Memorial Day (May 21). Guards will be at the pool on the weekends until school is out, then 7 days per week.

As there was no further business, the meeting was adjourned to executive session at 6:30 to discuss employee payroll. The next meeting will be held on May 9, 2016 beginning at 6:00pm in the Recreation Room.

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**March 14, 2016**

The Board of Directors meeting was called to order at 6:00 P.M. with Carolyn Walsh, Doris Casey, Sara Wright, Paul Pascoal and Errol Emrich in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado, Max Corrales, and approximately homeowners.

**MINUTES**

MSC: To approve the minutes from the February 8, 2016 meeting, 5-0.

**HOMEOWNER COMMENTS & HEARINGS**

Inder Bhandal, the owner of 21-162, attended the meeting for a hearing for his tenant dumping a couch, love seat and chest of drawers at the dumpsters. Mr. Bhandal noted that the tenant admitted dumping the items, but the tenant no longer lives at the unit. The Board discussed the fine and agreed to decrease the fine to an amount equal to the Association's cost to remove the items.

Ali Goskel, the owner of 12-159, brought up concerns of water intrusion at the corner of his unit from water accumulating outside the building. The Board agreed to look into the problem and see if a solution could be found. The Board committed to installing a downspout extender if the tenant will agree to pulling the couch and items away from the walls to allow air to circulate in these areas.

Lisa Butler, the owner of 5-118, attended the meeting to discuss a leak below her kitchen sink. Ms. Butler noted that the cabinets were removed and needed replacing as they were moldy and were also damaged during removal. Ms. Butler asked the Board if the Association would cover any of the cost for the replacement cabinets. After discussion, the Board agreed to cover 25% of the cost to rebuild the cabinets and 100% of the cost of the remediation to remove the mold, but the majority of the cabinet cost would be her responsibility as the drain under the sink and the faucet were both leaking, which likely contributed to the mold and the damage to the cabinets.

Sonny Millet, the owner of 2-106 attended the meeting to share his findings of who he believes is dumping trash around the complex. The Board will speak with the person they believe is responsible regarding the incidents.

MSC: To fine the following owners who did not attend the meeting, 5-0.

<b>Homeowner</b>	<b>Unit</b>	<b>Violation</b>	<b>Fine</b>
Hannah Ho Seo	16-280	Noise complaint	\$50
Shulee Ye	19-293	Chicken wire on balcony & storage items	\$50
Ramiro Orozco	26-125	Sunshade - removal	\$100

**FINANCIALS**

The Board reviewed the February 2015 financial reports.

**OLD BUSINESS**

The Board reviewed costs for the installation of benches as sitting areas near the walkways within the complex. The Board decided not to pursue the option at this time due to the cost involved and the increased possibility for loitering.

**NEW BUSINESS**

The Board of Directors reviewed and discussed in length multiple options for new security service. MSC: To approve the contract with Securitas with the goal of having them start April 1, 5-0.

The Board reviewed the bid from Statcomm for the installation of a new operator at the Lot B gate at a cost of \$4,951. MSC: To approve the bid as presented, 5-0.

Management presented a bid for the required update to the Reserve Study from John Beatty at a cost of \$2,200. MSC: To approve the bid as presented, 5-0.

Management reviewed the insurance renewal information with the Board, noting that the premiums increased 2.5% over the previous year. The primary carrier, Philadelphia Insurance will remain on the policy. MSC: To approve the insurance renewal at an annual rate of \$65,756, 5-0.

As there was no further business, the meeting was adjourned at 8:05. The next meeting will be held on April 11, 2016 beginning at 6:00pm in the Recreation Room.

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**February 8, 2016**

The Board of Directors meeting was called to order at 6:00 P.M. with Carolyn Walsh, Doris Casey, Sara Wright, Paul Pascoal and Errol Emrich in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado, Max Corrales, and five homeowners.

**MINUTES**

MSC: To approve the minutes from the January 11, 2016 meeting, 5-0.

**HOMEOWNER COMMENTS & HEARINGS**

The Board reviewed a request from an owner to install benches along the pathways for sitting. The Board will add this to the agenda at the upcoming meeting.

An anonymous resident inquired about the reasoning behind the new requirement to register dogs.

Waldemar Kobylinski and his son attended the meeting to ask if the dogs that they watch during the day need to be registered. The Board discussed this and decided that if the dogs are there during the day, five days a week for up to 8 hours per day, they should be registered.

Chiping Yang attended the meeting with his tenant who received a notice about a noise complaint. The Board asked the tenant to talk with the downstairs unit owner and try to work through any differences they have and will seek clarification about the noise disturbance from the downstairs owner.

Mike Heading attended the meeting to discuss the parking rules and inquire about getting refunded for his vehicle being towed. The Board will inquire with Security Code 3 about refunding the homeowner any portion of his money, but the Association will not reimburse Mr. Heading as the tow was a valid tow and Mr. Heading admitted to being parked over the line.

MSC: To fine the following owners who did not attend the meeting, 5-0.

<b>Homeowner</b>	<b>Unit</b>	<b>Violation</b>	<b>Fine</b>
Frances Conteh	10-154	Not picking up after dog	\$50
David Nguyen	13-269	Noise complaint	\$50
Duc Nguyen	23-245	Noise complaint	\$50
Benita Tagalicud	26-127	Sunshade	\$50

**FINANCIALS**

The Board reviewed the January 2015 financial reports.

**NEW BUSINESS**

The Board discussed the security contract and decided to solicit bids at the March meeting for a new security company as the current company is not performing their duties as the Board expects.

The Board reviewed the parcel box bid and analysis of the number of packages received in the last three weeks in January and the time spent by Vicki to log and distribute the packages. MSC: To approve the installation of 38 new parcel boxes across from the current mailboxes at a cost of \$15,545, 5-0.

The Board discussed the rules regarding rain covers and sunshades. While there will not be any changes to the rules, the Board decided to call all owners with sunshades that are left in the down position to a hearing and if the sunshades are not removed, they will be removed by the association at the owner's expense.

The Board reviewed a bid for the replacement of several irrigation controllers from BellaVista Landscape. Management noted that there could be the possibility of a rebate from the Santa Clara Water District. MSC: To approve the installation of Hunter I-Core Controllers at a cost of \$6,917, 5-0.

As there was no further business, the meeting was adjourned at 7:45. The next meeting will be held on March 14, 2016 beginning at 6:00pm in the Recreation Room.

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**January 11, 2016**

The Board of Directors meeting was called to order at 6:00 P.M. with Carolyn Walsh, Doris Casey, Sara Wright, Paul Pascoal and Errol Emrich in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado, Max Corrales, and two homeowners.

**MINUTES**

MSC: To approve the minutes from the November 9, 2015 meeting, 5-0.

**HOMEOWNER COMMENTS & HEARINGS**

The owner and his daughter from 2-201 were called to a hearing for dumping furniture in the dumpsters. Ms. Aragon admitted to dumping the furniture and said she was unaware that it was not allowed. The Board agreed to reduce the fine to \$250 to cover the Association's costs to remove the items.

The owner from 17-189 were called to a hearing for dumping a mattress at the dumpster. The tenant said that she does not own a king size mattress or bed and that she did not leave it there.

Bill O'Banion, a tenant of 17-194 attended the meeting to request that the Board reimburse him for the towing of his U-Haul trailer from the parking lot. The Board discussed the request and decided not to reimburse the tow.

The owner of 26-125 was called to a hearing for having a plastic sunshade permanently in the down position. The owner claimed that the screen is to provide protection from the rain in the winter. The Board suggested that they either remove it and place a tarp over their contents, move their contents into their storage closet or modify the shade in such a way that it can be rolled up when it is not raining. The owners were given 30 days to comply and show Vicki that they are in compliance. If they have not complied by February 11, a fine of \$50/month will be imposed.

Robert Escobar was called to a hearing for his tenant dumping items at the dumpster. The Board agreed to reduce his fine to \$500, but will reinstate the additional \$250 if his tenants dump anything in the next 12 months.

MSC: To fine the following owners who did not attend the meeting, 5-0.

<b>Homeowner</b>	<b>Unit</b>	<b>Violation</b>	<b>Fine</b>
Minh Nguyen	21-258	Oil spill	\$250
Frances Conteh	10-154	Dog left alone in common area	\$50
Swetha Gunty	1-216	Oil spill	\$250
Sukhvir Pannu	7-141	Dumping	\$250
German Robles	8-238	Dumping	\$250
Rita Rothstein	8-137	Dumping	\$250
Calcoa & Hernandez	11-155	Dumping	\$50
Edward Perales	12-266	Dog off leash	\$100
Suresh Pannu	21-159	Dumping	\$250

Irenio & Evangeline Merin	25-136	Dumping	\$250
Esmerelda Escobedo	26-226	Noise disturbance	\$50

**FINANCIALS**

The Board reviewed the December 2015 financial reports.

Resolved, the Board of Directors ("Board") for Mission Grove Homeowners Association authorizes and instructs Allied Trustee Service to record a Notice of Delinquent Assessment in the full amount of unpaid assessments, late charges, interest and collections fees and costs against the following Mission Grove account number 370, as authorized by Civil Code Sections 1082002801 if such accounts have not been reinstated by the required date, 5-0.

**NEW BUSINESS**

The Board reviewed the reserve study and identified the items that were scheduled for replacement in 2016. The items include laundry room flooring and painting, irrigation valves and built up roofs on buildings 7, 8, 13, 14, 19, 24 & 25. Management will review these components and provide bids to the Board for the items that are in need of replacement

As there was no further business, the meeting was adjourned at 7:45. The next meeting will be held on February 8, 2016 beginning at 6:00pm in the Recreation Room.

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**November 9, 2015**

The Board of Directors meeting was called to order at 6:15 P.M. with Carolyn Walsh, Doris Casey, Sara Wright, Paul Pascoal and Errol Emrich in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado, Max Corrales, and two homeowners.

**MINUTES**

MSC: To approve the minutes from the October 12, 2015 meeting, 5-0.

**FINANCIALS**

The Board reviewed the October 2015 financial reports.

**NEW BUSINESS**

Management presented a letter from BHLF to the Board regarding the current classification of the Association's independent contractors. The Board reviewed the factors which differentiate an independent contractor from an employee and determined that it is proper to continue to classify Max Corrales, Alfredo Andrade and Christina Trujillo as independent contractors. The determining factors included the following:

- The degree of control over the contractors is minimal.
  - The Association provides tasks to complete and the contractors exercise their judgment in how to best accomplish the task.
  - Each vendor sets their own work hours and schedule to complete the tasks given to them.
  - Each vendor determines the order and sequence in which they complete tasks over the course of the week.
  - The Association does not provide detailed instruction on how to perform the tasks.
- The financial control of the contractors is limited.
  - The vendors set their pay rate and submit invoices to the Association for their work. There is not a guaranteed wage rate for any specific period of time.
  - The vendors provide their own tools.
- The Association does not provide a written contract, PTO, employment benefits or any guarantee of work.

The Board reviewed bids for the replacement of the irrigation controllers with smart controllers that will change the run times based on current weather. There are rebates from the Santa Clara Water District that will become available after January 1, so the Board tabled the discussion to the January meeting.

As there was no further business, the meeting was adjourned at 6:35pm. The next meeting will be held on January 11, 2016 beginning at 6:00pm in the Recreation Room and will be followed by an informational meeting for the governing document amendments.

Irenio & Evangeline Merin	25-136	Dumping	\$250
Esmerelda Escobedo	26-226	Noise disturbance	\$50

### **FINANCIALS**

The Board reviewed the December 2015 financial reports.

Resolved, the Board of Directors ("Board") for Mission Grove Homeowners Association authorizes and instructs Allied Trustee Service to record a Notice of Delinquent Assessment in the full amount of unpaid assessments, late charges, interest and collections fees and costs against the following Mission Grove account number 370, as authorized by Civil Code Sections 1082002801 if such accounts have not been reinstated by the required date, 5-0.

### **NEW BUSINESS**

The Board reviewed the reserve study and identified the items that were scheduled for replacement in 2016. The items include laundry room flooring and painting, irrigation valves and built up roofs on buildings 7, 8, 13, 14, 19, 24 & 25. Management will review these components and provide bids to the Board for the items that are in need of replacement

As there was no further business, the meeting was adjourned at 7:45. The next meeting will be held on February 8, 2016 beginning at 6:00pm in the Recreation Room.

**MISSION GROVE HOMEOWNERS ASSOCIATION**  
**Board of Directors Meeting - Minutes**  
**October 12, 2015**

The Board of Directors meeting was called to order at 6:00 P.M. with Paul Pascoal, Doris Casey and Errol Emrich in attendance. Also in attendance was Ryan Bantz from Homeowner Association Services, Vicki Tirado, Max Corrales, and seven homeowners.

**HOMEOWNER COMMENTS/HEARINGS**

Carter French attended the meeting to discuss the fine he received for the chair, bicycle and basketball hoop that his tenant dumped upon moving out. Mr. French noted that he had already returned her deposit by the time he received the letter and asked for the Board's leniency since he would be covering the cost of the fine himself. MSC: To waive the fine and charge Mr. French the actual cost of removal of the items, 3-0.

Rick & Marta Engen attended the meeting regarding the hearing notice they received for throwing cigarette butts into the common area outside their patio. They noted that they would clean all the remaining butts and have since stopped throwing cigarettes over the fence. The Board agreed to waive the fine.

Francis Conteh was called to a hearing for having his dog off leash as witnessed and photographed by the Association. Mr. Conteh noted that the incident occurred as he opened his door and the dog ran out. The Board noted that there have been several times that he has been seen around the complex with his dog not on a leash and reminded him to be more responsible and always leash his dog when out in the common area.

Larry Barrigan attended the meeting for dumping construction debris in the dumpster, but as he was not an owner of the property, he was asked to attend the next meeting with an owner.

MSC: To fine the remaining homeowners who did not attend the meeting, 3-0.

Owner	Unit	Violation	Fine
Sonny Cadiente	3-208	Dumping canned goods outside dumpster	\$250
Inder Bhandal	11-157	Dumping mattress	\$250
Darryl Johnson	12-163	Dumping mattresses	\$250
Edward Perales	12-266	Dog off leash	\$50
Kulbir Gill	18-186	Dog barking complaint	\$50
Dayne Taylor	10-165	Dumping microwave oven	\$250
Maria Hurtado	24-241	Dog barking complaint	\$50
Zohreh Pierowsalehi	15-276	Water inspection not completed	\$50
Michael Rankin	17-191	Water inspection not completed	\$50
Lap Foon Chung and Aizhen Yu	25-131	Water inspection not completed	\$50
Divyogi and Bina Patel	26-228	Water inspection not completed	\$50

**MINUTES**

MSC: To approve the minutes from the September 14, 2015 meeting, 3-0.

## **FINANCIALS**

The Board reviewed the September 2015 financial reports.

## **NEW BUSINESS**

The Board reviewed a request to install a temporary security camera by Building 4 laundry room to monitor activity of a group of people hanging out and believed to have keyed vehicles, let the air out of tires and littering in the area. MSC: To approve the installation of wiring to support a camera at this location.

The Board reviewed a bid from Bigham Taylor Roofing for preventative maintenance on the flat roofs of all 28 buildings in preparation for the upcoming winter storms. BT Roof will inspect all pipe and vent flashings, roof drains and overflow scuppers, flashing along walls, base and corners and seal all openings as necessary. MSC: To approve the bid from Bigham Taylor Roof to perform the preventative maintenance at a cost of \$27,968, 3-0.

As there was no further business, the meeting was adjourned at 6:45pm. The Annual Meeting will be held on November 9, 2015 beginning at 6:00pm in the Recreation Room and will be followed by an informational meeting for the governing document amendments.