

UNIVERSITY HILLS CONDOMINIUM OWNERS ASSOCIATION II  
GENERAL SESSION MEETING MINUTES  
NOVEMBER 2, 2023

BOARD MEMBERS PRESENT:

Sheila Griffin  
Denise Chilcote  
Lori Khayat  
Carroll Seron  
Stephane Muller

BOARD MEMBERS ABSENT:

None

MANAGEMENT REPRESENTATIVES:

Kim Hockings  
Andrew Herndon

**CALL TO ORDER**

The meeting was called to order at 5:05 P.M. by Management in ICHA's community room.

**UNFINISHED/NEW BUSINESS**

- A. **Minutes** – A motion was made, seconded and carried to approve the General Session minutes from the July 31, 2023 meeting. Motion carried 5/0.
- B. **Ratify Approval of Property Improvement Application for Replacement of Windows at 20 Whitman** – A motion was made, seconded and carried to ratify approval of the property application for replacement of windows with Milgard Tuscan at 20 Whitman. Motion carried 5/0.
- C. **June/July/August Financial Statements** - A motion was made, seconded and carried to accept the June 30, 2023, July 31, 2023 and August 31, 2023 financial statements. Motion carried 5/0.
- D. **Basketball Hoops & Homeowner Request** – A motion was made, seconded and carried to deny the request from Claudia Pineda, homeowner at 79 Whitman to place a portable basketball hoop in any of the common area landscaping. A portable basketball hoop could be placed on the driveway or on a hard flat surface, as long as it doesn't interfere with parking or traffic and would need to be brought in when not in use. Motion carried 5/0.

- E. **Blocked Sewer Lateral Drainpipe** – Management explained that if the Board wanted to hydro-jet the sewer lateral that services 79, 80 & 81 Whitman, it would cost \$325.00/hour. If the Board wanted to install a liner inside the sewer lateral that would cover up to 25 feet, it would cost of \$5,000.00, but this does not cover any other repairs needed in order to install the liner. A motion was made, seconded and carried to have Management obtain a proposal for removing the driveway, excavation, pipe repair and driveway replacement so the Board can review at the next meeting. Motion carried 5/0.
- F. **Proposal to Clean Rain Gutters/Downspouts** – A motion was made, seconded and carried to approve the proposal from Prestige Roofing for cleaning the rain gutters/downspouts in the community, for a cost of \$7,560.00. Management will see if she can negotiate and split the difference of the increase, \$1,050.00 from last year and get the cost down to \$7,035.00. If Prestige Roofing does not accept the new price, the Board will go ahead and pay \$7,560.00 to have this work completed prior to the rainy season. Motion carried 5/0.
- G. **Update on Pot Shelves** – Management informed the Board that there are 6 pot shelves that need repair and are being inspected by Maximum Quality Painting so a proposal can be provided for review.
- H. **Roof Repairs & Re-Roofing Update** – Management informed the Board that 5 addresses (11, 18, 33, 36 and 43 Whitman) have had roof leaks and been repaired since 7/1/23 to present and the Association spent \$12,325.00. Management continues with the development of a "Re-Roofing" program that will include a set of construction specifications for the Board's review and approval as well as an overview of combining flat roof replacement (and its reserve budget) with the tile roof replacement. The Board will need to address a "schedule" as to whether all roofs will be addressed at once or if a phased approach might be preferred. Once completely compiled, at least three contractors will be requested to bid to provide proposals. Management is compiling a list of lending institutions who deal with Association on loans for building improvements.
- I. **Stucco Wall Repair** – A motion was made, seconded and carried to approve the proposal from Beach Yard Fence to demo part of the stucco fencing and wrought iron gate and install 7 feet of vinyl fencing and a vinyl gate at 79 Whitman, for a cost of \$1,612.00. Motion carried 5/0.
- J. **Property Improvement Application – 27 Whitman** - A motion was made, seconded and carried to approve the property improvement application for replacement of 25 windows and one French door with Milgard Tuscan at 27 Whitman. Motion carried 5/0.
- K. **Pest Control for Ants** – South County Pest Control currently uses selontra rodenticide & essentria IC3 for controlling ants. A motion was made, seconded and carried to postpone

further discussion about pest control/baiting for ants until the next meeting. Motion carried 5/0.

- L. **Baiting for Rodents** – If the Board wanted to reduce the number of bait stations by 50% and install 50% snap traps, it would cost \$901.00 for the first month and \$537.00 for every month thereafter. The treatment that Sheila Griffin recommended would cost \$240.00/device and the Board would need to decide on how many devices would be installed, where and how often they would be inspected and dead rats removed. A motion was made, seconded and carried to postpone further discussion regarding baiting for rodents until the next meeting. Motion carried 5/0.
- M. **Reserve Study Proposal** – A motion was made, seconded and carried to approve the proposal from Advanced Reserve Solutions, ARS to prepare the reserve study for the Association with an update without a site inspection, for a cost of \$1,200.00. Motion carried 5/0.
- N. **Draft Audit** – A motion was made, seconded and carried to approve the draft audit prepared by Inouye, Shively, Klatt & McCorvey, C.P.A. Motion carried 4/1.
- O. **How to Run Efficient Board Meetings** – Management said the Board could announce to homeowners present at meetings that they have only 3 minutes to address the Board. Due to not always needing to hold an Executive Session meeting, Management recommends General Session begin at 5:00 P.M. and once complete, Executive Session can be held if necessary. No action was taken.
- P. **Tree Trimming** – management explained that some of the Tristanias in the community look good, but others need to be pruned. A motion was made, seconded and carried to allow Chaidez Tree Service to trim the trees that need it. Motion carried 5/0.
- Q. **Painting of Buildings** – The Board will need to start thinking about a color scheme for the buildings and Management will work on walking with some painters to obtain proposals for the Board to review. A motion was made, seconded and carried to appoint Jill Garland, Lori Khayat, Char Bradley & Melanie Bowman to a painting committee to assist with coming up with a paint color scheme for the buildings. Motion carried 5/0.
- R. **Pressure Regulators/Ball Valves** – A motion was made, seconded and carried to approve the proposal from PPS Plumbing to install pressure regulator valves/ball valves for residents for \$485.50 per address, but have Management see if PPS Plumbing will match the price from Infinity Plumbing of \$483.00 per address since they were also awarded the work to be completed in Schubert Court. The Association will pay PPS Plumbing to have the work completed and then bill each homeowner separately. Having this work

completed will minimize plumbing failures, surges and breakages and the Association may benefit in a better insurance premium. Motion carried 5/0.

- S. **Update on Plumbing Water Damage Insurance Claims** – Management informed the Board that there have not been any plumbing water damage insurance claims since the July meeting.
- T. **Additional Agenda Items** – No additional items were discussed.
- U. **Next Meeting Date** – A motion was made, seconded and carried to hold Board meetings bimonthly with the next meeting in January 2024 at 5:00 P.M. Management will email the Board dates closer to January. Motion carried 5/0.

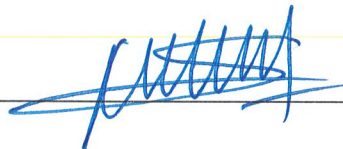
**HOMEOWNER FORUM**

Homeowners were present and discussed the following topics:

- Insurance policy
- Roof repairs
- Baiting for ants

**ADJOURNMENT**

There being no further business to discuss, the General Session meeting was adjourned at 7:15 P.M. to enter into Executive Session.

ACCEPTED:  DATE: 1/30/24