

**Crest of Calavera Hills Homeowners Association
General Session Board Meeting Minutes**

Monday, February 12, 2018

***Property Advantage
5142 Avenida Encinas, Carlsbad, CA 92008***

ATTENDANCE: Directors Present: Bill Parks, President
Janet Bryant, Secretary
Tina Filler, Director at Large
Amy Hayashi, Treasurer
Joe Curran, Vice President

Representing Property Advantage: Erik Runsvold, CAMEx, CCAM, CMCA, AMS Division Manager

**CALL TO ORDER:
HOMEOWNER FORUM:** The meeting was called to order at 5:47 pm by Bill Parks, Board President.

Time was set aside for Owners in attendance to address the Board with concerns regarding the community. There were no homeowners in attendance.

EXECUTIVE SESSION DISCLOSURE: The Board met in an executive session prior to the general session to discuss minutes, collections and fire abatement.

APPROVAL OF MINUTES: Upon a motion duly made by Bill Parks, seconded by Tina Filler and unanimously carried, the Board approved the January 8, 2018 General Session Minutes.

FINANCIAL REPORTS: The Board reviewed the monthly financial reports ending January 2018. Upon a motion duly made by Bill Parks, seconded by Amy Hayashi and unanimously carried, the Board accepted the January 2018 financials subject to the year-end audit review. It should be noted, the Board directed Management to investigate the reserve allocation of \$3075.00 that was noted in the January 2018 financial packet.

COMMITTEE REPORTS: Landscape Committee: The next monthly landscape walk is scheduled for January 18, 2018 at 9:00 am.

Landscape Proposal: Upon a motion duly made by Bill Parks, seconded by Janet Bryant and unanimously carried, the Board elected to decline Parkwest proposal # 40976, the installation of sod at the side of 37358 Bennington Court. In addition, the Board directed Management to request Parkwest Landscape revise proposal # 42537 to include five (5) Pyracantha as opposed to four originally stated. Upon a motion duly made by Bill Parks, seconded by Joe Curran and unanimously carried, the Board approved Parkwest proposal # 42537 subject to the already stated revisions. The cost should not exceed \$200.00.

Parkwest Proposal # 42894: Upon a motion duly made by Bill Parks, seconded by Joe Curran and unanimously carried, the Board approved Parkwest proposal # 42894, the installation of 60 feet of 1 ½ inch lateral lines and all fittings. This cost is not to exceed \$685.00.

NEW BUSINESS: 2018 Reserve Study: Upon a motion duly made by Amy Hayashi, seconded by Tina Filler and unanimously carried, the Board approved Intraspect Property Analysis to provide a level 2 reserve

study with site visit for a cost not to exceed \$895.00.

MEETING: The next regularly scheduled Board meeting will be February 12, 2018.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 7:15 p.m.

ATTEST: _____

DATE: _____