

**Balboa Terrace Homes Association
Board of Directors Meeting
Monday, February 3, 2020**

The monthly Board Meeting was held at The Christian Science Church at 175 Junipero Serra Blvd

Directors Present: Richard Hill, Arlene Doyle, Robert Mann, Jerry Bernstein, Bill Thoman, Tom Cator, Bob Switzer and Elizabeth Khachigian

Directors Absent: Emily Tam and Brigitte Churnin

President Richard Hill called the meeting to order at 7:30 p.m.

Open Neighborhood Forum:

Mary Rotunno expressed concern that the incorrect version of the delinquency policy was circulated to the HOA members.

New Business:

MSC: The January 2020 BTHA Meeting minutes were approved as submitted.

Old Business

Arlene Doyle reported that she sent out 34 bills for delinquent assessments. Including the present assessment that will be due by March 1, she estimates the unpaid amount to be close to \$28,000.

New Business:

After meeting with our attorney, it was determined that recent changes to the law effective 1/1/20 require us to adopt new election rules to bring us into compliance with the new regulations . A copy of the new election rules was shared with the audience. Mary Rotunno expressed concern about Section 4.5 of the document. After a discussion about the applicability of Section 5100 of the California Civil Code Subsection G which covers an election if there are fewer candidates than positions, it was decided that Section 4.5 would be eliminated pending approval of outside counsel.

MSC: The nominating committee shall consist of three members of the HOA who are not running for office and have no conflict with the proposed candidates.

MSC: The New Election Rules shall be circulated and posted on the website as amended for a 28 day comment period.

Tom Cator reported that the City has inspected the sewer line in the alley on the 300 block between San Benito and Santa Ana and has determined that the entire sewer line is failing and needs to be addressed. This cost will be paid for by the City but it may take up to two years before the work is done. The work may involve digging up the entire alley or may be done using pipe within pipe technology.

Tom is meeting with a representative from SFMTA at 9:30 a.m. on Monday, February 10 to do a traffic safety walk through of the neighborhood. Tom's focus will be on the lack of a raised crosswalk at San Benito and Upland, red curb painting expansion at the easements on Darien which would allow cars to exit onto Darien more safely, the access issues for emergency vehicles on Darien between San Leandro and San Fernando, and options for the old bus stop which has become a target for vandalism and graffiti. Tom welcomed any interested members to join him on the walk through.

Arlene Doyle reported that she sent out 34 bills for delinquent assessments. Including the present assessment that will be due by March 1, she estimates the unpaid amount to be close to \$28,000.

Committee Reports:

Finance Committee:

Bill Thoman presented the Financial Report for the third quarter. Legal expenses were higher than projected, but landscaping costs were lower than budgeted causing the budget to be balanced for the quarter.

MSC: The third quarter financial report was approved as submitted

Capital Improvements:

Tom Cator reported on the San Rafael/San Fernando alley repair work. The work was completed with the elimination of flooding at 161 San Rafael. Tom had very positive comments to make about working with Kilford Engineering.

DRT is scheduled to begin repairs of seven identified problem sites in the alleys starting this Friday, February 7. They will plan to return to do sealant and paving once the weather warms up.

Landscape Committee:

Robert Mann reported that he met with members of the St. Francis Woods (SFW) landscape committee about several issues. St Francis is interested in working with us on the Monterey/San Benito easement and may be willing to install a new water meter. They are also interested in working with us in coordinating efforts for a unified look along the Junipero Serra frontage road from Ocean Avenue to St Francis Blvd. The property in question is owned by DPW.

Now that we are using Terra for our landscape issues and SFW uses Terra as well, Robert has suggested that we use the full time irrigation specialist hired by SFW when we need assistance with irrigation repairs as well as the new water meter.

Architectural Review Committee:

Jerry Bernstein reported that the Department of Building Inspection and Planning Department have approved changes to 561 Darien, but failed to notify BTHA. We will contact the homeowner for plans and explain our process and try to find out what is going on with our Block Book Notices.

The window policy will be discussed at the next meeting

The meeting was adjourned at 9.09

Respectfully Submitted,
Arlene Doyle, Secretary