

**Balboa Terrace Homes Association
Board of Directors Meeting
Monday, November 4, 2019**

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, Bob Switzerland, Bill Thoman, Brigitte Churnin and Tom Cator

Directors Absent: Emily Tam

Guests: Melissa Hajostek, COO, BAPS

President Richard Hill called the meeting to order at 7:36 p.m.

Open Neighborhood Forum:

Refuel Daniels from Brookfield Properties made a presentation about the Stonestown redevelopment project. She emphasized that the plans are in the early stages of development. Neighbors commented on a number of issues including the farmers market, parking and traffic flow.

There was a discussion about steps for a homeowner if ARC does not approve their plans for construction, window replacement or landscaping. Members were advised that they can make a written request to appeal the decision to the entire board. The member can then meet with the board in private at a special meeting or at the monthly meeting

MSC: The October 2019 BTHA Meeting minutes will be voted upon at the December meeting.

Old Business

Rich Hill addressed the status of the revised delinquency policy which was mailed to all association members on September 17, 2019.

MSC: The board shall adopt the delinquent assessment collection policy and distribute it to homeowners as prescribed by law

Tom Cator reported on his meetings with contractors concerning alley repair work. Tom contacted five firms and felt that two of them, Kilford Engineering and DRT were most appropriate given their responsiveness and suggested solutions for the alley work and to address the flooding at 161 San Rafael which is the result of improper grading.

The first option by Kilford Engineering is to place a 10 inch pipe and a new drain behind the house running along the alleyway to Darien where it would then be connected to the sewer system with installation of a manhole cover at the site of the connection. The cost of this project would be \$68,000.

The second option by Kilford Engineering would be to place a 10inch pipe at the back of the house and run it around the side of the house before tying into the homeowner's sewer system. The concern with this option is the possibility of a sewage backup. Both options can commence within two weeks pending permit issues.

MSC: The board approves the plans by Kilford Engineering to install a 10 inch drain from 161 San Rafael to Darien with installation of a manhole cover and storm drain for a cost of \$68,000.

DRT provided a bid for \$30,000 to reseal and make repairs of subsurface problems. This work would not begin until spring.

Committee Reports:

Finance Committee: Bill Thoman provided the September financial report

MSC: The September financial report is accepted as submitted

A proposed budget for 2020 was submitted. While the budget as submitted is balanced, it shows a projected deficit based on anticipated legal expenses associated with updating the governing documents, increases expenses for landscaping, management expenses, and reserve funding. With the new addition of \$65,000 in expenses approved earlier in the meeting, the budget is not balanced.

There was a discussion about how the Association can insure adequate reserve funds and pay operation costs while staying within budget even if HOA assessments increase by 20% as well as a 5% assessment for reserves increase

MSC: The budget shall be adopted as presented and provided to homeowners with their annual assessment.

MSC: Assessments shall be increased by 20% with an additional 5% increase for reserve contributions

Architectural Review Committee:

No report

Capital Improvements:

No report

Landscaping:

Brigette Churnin reported that the irrigation on Junipero Serra had been off due to a dead battery. The battery has been replaced.

There appears to be a broken pipe in the Upland easement at Santa Ana

The sprinklers on Monterey between Santa Ana and San Benito are being manually operated until repairs can be made.

New Business:

No new business

The meeting was adjourned at 9:23

Respectfully Submitted,

Arlene Doyle, Secretary