

**Balboa Terrace Homes Association
Board of Directors Meeting
October 2, 2023**

The regular meeting of the Board of Directors of the Balboa Terrace Association was held on October 2, 2023 via Zoom because of COVID precautions.

Richard called the meeting to order at 7:33.

Two guests join board meeting, Eric Yue and Steve Snyder.

In attendance were Richard Hill, Robert Mann, Bill Thomen, Gregangelo Herrera, Lee Jackrel, Michael Schlemmer, Honoria Sarmiento and Amy Anton.

Prior minutes were approved for August 7, September 11 and the Annual meeting.

Bill provided financial updates for July & August as standard expenses were reviewed and discussed.

Bill also provided the board with a 2024 draft budget and his study of how he came up with 2024 numbers based on his experience with our spend in 2023. Bill noted that the next full reserve study is not required until 2025. The cost of the 2024 reserve study is only \$450. Board discussed expenses including legal fees and possible increase needed for landscaping as Robert noted irrigation controls need to be locked in future as people have taken batteries and also some leaks. This year we had a \$12,000 surplus allowing the board to limit the homeowners' dues increase in 2024 to 5%. It was M/S/C to approve the 2024 budget with a 5% increase in HOA dues.

Steve Snyder provided new cost for mailing resulting in a \$13 a month increase. Board approved.

Steve S. also provided update on Halloween parade scheduled for October 29th from 12 - 2pm. Board approved to increase the budget by \$500 to increase it to \$1,600 to cover supplies and pizza.

Cindy Hu was not in attendance to provide an update on elections so Honoria shared that Cindy was communicating with interested volunteers to help with the election process. Volunteers wanting to remain on the board and new members who want to join the board need to submit their application by December 14th.

Board discussed crime / emergency communications and ways we can get a list of homeowners and renters to allow neighbors to help each other when needed. Steve suggested he can get his mailing list to Lee and Greg to help with contacts. Robert also suggested a zoom meeting with neighbors to discuss and share what we can do to keep an eye out for each other. Robert also suggested we get some new and younger volunteers to help with emergency plan and supplies.

Honoria provided a brief ARC update on a few homes who had requested a new door on side of house, a new chair lift needed in front of home as well as solar panels. Bill asked about the

home on Santa Ana with a wooden wall outside to hide construction going on inside. 316 Santa Ana had been approved by the ARC previously.

Lee provided update on FAQs and asked board to please review draft before it gets published on our website. Cindy is working with Lee on the FAQs as is Greg.

Richard provided update on landscaping violations and noted a few homeowners did show up for zoom call and a few did not attend or answer the letter. Homeowners that did attend will get 6 months to address their landscaping issues with no penalties enforced if the landscaping issues are substantially addressed within 6 months. Richard will work with our HOA lawyer on next steps to write violations letters to homeowners who were non-responsive. Honoria suggested that all homeowners get a follow up letter to confirm their acknowledgment to repairing their landscaping. Honoria to follow up with Richard.

Richard also provided board an update with our CCR and Bylaws. Melissa is now working on the CC&Rs and Richard hopes to get these updated and back to us by end of year.

Honoria provided a quick note that she not yet gotten with Robert to learn how to save communications and file it on our HOA google folders.

Brief discussion on Home Match nonprofit organization helping homeowners to rent out a room to renters who need one. Board will not advertise this organization on our HOA website without further due diligence.

The meeting was adjourned shortly after 9:00 p.m.

Respectfully submitted,

Honoria Sarmiento
Vice President