

**April 5, 2021
BTHA BoD Minutes**

BoD Attendees:

Rich Hill
Tom Cator
Jerry Bernstein
Keith Gilless
Robert Mann
Jennifer Liu

Multiple community members also attended, particularly for tree replacement discussion.

Tree Replacement:

- Tree Criteria – (draft discussion note supplement added below)
- [Tom Cator](#) and [Keith Gilless](#) to come up with a list/matrix of around 8 trees that meet criteria with images.
- Approved tree removal permit around \$1,100

Approval of minutes:

- Approval of minutes paused.

New Board member:

- **Lee Jackrel** appointed to the Board.

Alley Repair:

- Purpose: to prevent flooding
- Approved expenditure of \$3,200 to engage engineer - study

Concrete grinding work:

- Tripping issue
- Approved spending up to \$7,500 to fix trip issues on easements.
- Note: may need a special assessment at the end of year for extra budget.

No future representative on the West of Twin Peaks Council going forward.

Bylaws status:

- 1-2 months for bylaws portion

Welcoming Committee:

- Moved to next month's agenda

Balboa Terrace Compliance Proposal Next Steps:

- Hours, budget to be approved next meeting
- Properly inform homeowners - personally communicated (not from BAPS),
- Purpose: community improvement, home investment - curb appeal, landscaping, direct benefit
- Agree how to notify association of this in right way, draft steps below
- Make offers of help to homeowners
- Put this in *View from the Terrace*
- Put out for comments

Balboa Terrace Compliance Proposal:

Board steps:

1. Start informing the community of inspections to take place to maintain the look and health of the owners landscape in the community. (3 months by web site, newsletter and eblast)
2. Confirm landscaping guidelines for consistency and enforcement as well as architectural applications for owners to make upgrades to landscape.
3. Confirm fine policy is in place.
4. Confirm landscape committee and spokesperson for issues and complaints.
5. Confirm 1st letter template.
6. Confirm 2nd letter and/or hearing letter template.
7. A hearing results letter is sent to the owner to advise of the board's decision. If a fine is included then this will be added to the owner's ledger.

BAPS:

1. Receive signed engagement letter with specific inspection types noted.
2. Send out pre notice before first site inspection to give community one more notice of the month this is going to happen
3. Implement board letter templates provided by board.
4. Designate site inspector for bi-monthly inspections to begin. Arrange to meet with the landscape committee for an initial site walk to discuss landscape expectations.
5. Disseminate site report to board with photos
6. Disseminate letters and track violation status

Supplemental Notes about Trees

Tree Criteria (draft):

1. **Size** (20-30 ft?), to include **growth rate**, **eventual size** of tree (want to care for the longevity of the tree)
 - Does not obscure architecture

2. **Evergreen** or deciduous?
3. **Shape, aesthetics/style, adds as a harmonious entrance statement**
 - Italianate landscape
 - Wow factor
 - Not block homes' view
 - Columnal
 - Mixed lower shrubs (less formal)
4. Tolerates coastal salt **air, water, wind**, will adapt well to **climate change**
 - Dry-adapted trees not good (soggy lawn)
 - Not topple sidewalk
5. **Low maintenance** (and **low liability** - not poisonous, itchy etc.)
6. Can thrive despite significant **impact from Junipero Serra**, tolerates planting in a lawn area, can **withstand air pollution**

Trees that actually meet this criteria:

- [Southern Magnolia](#)
-

Poplar Trees:

- xx

Monkey Puzzle, Norfolk (cons):

- Grenade like fruits - 30 yrs out at maturity, can't sit under it
- Very sharp, bloody hands

Palms:

- Back on the table, meet many of these criteria well
- Weevil infestation consideration - Keith to call John (UC Riverside)
- Guadalupe palm
- Not creative solution

Plum trees:

- Anomaly - usually don't do well in wind

Fern Pines:

- Do well, clean
- Not creative solution

Flower Beds:

- Beautiful, costly/high maintenance

[Arlene] I am personally in favor of one of the medium sized native trees. The native cherry seemed particularly attractive to me. Deciduous or evergreen don't matter as much as a tree that has an open frame so the affected homeowners won't have their view completely obstructed