

**Beverlywood West Board of Directors**  
**January 17, 2006**  
**Revised Minutes**

**Directors and Officers Present:**

Emelie Gerard, Co-President (EG)  
Helen Seid, Co-President (HS)  
Robert Mullens, Treasurer (RM)  
Richard Sharpe, Secretary (RS)  
Michael Gotz, Director (MG)  
Karen Maggio, Director (KM)  
Maria Fradella Stone, Director (MFS)

**Also Present:**

Yvette Stern, 16A (YS), Gerry Stern, 16A (GS), Anne Chelakian, 24A (AC), Kathleen Norman, Classic Property Management (KN), Paula Agnew, Recording Minutes (PA)

**The meeting was called to order at 7:08 PM.**

**Discussion from the Floor:**

Homeowners from Unit 16A came to discuss property walk through with Kenneth Kammeyer, Landscape Architect and his assessment of the work of American Arbor care. Discussion moved to New Business Agenda C: Arbor Care Contract.

**Agenda:**

Additions to Agenda

Old Business:           B. Finishing Lounge

New Business:         C. Arbor Care Contract

D. Trash Can and Dumpster on North Drive

Motion to Adopt amended Agenda was submitted by MFS and seconded by KG.  
Motion carried.

**Minutes:**

MG calls for minutes to be amended. Discussion followed. Minutes amended. Motion to approve the amended minutes for December 20, 2005 was made by MG and seconded by RM. Motion carried.

**Financial Statement:**

Report was given by Treasurer (RM). The year-end total: \$272,000. There is \$9,179 in operating and the rest is in the reserve account that is the lowest since 1999. Unusual expenses include: re-roof of #27, pre-paid \$51,000 earthquake insurance through the end

of the year, lighting of the gym, maintenance of common area, and termite repair of 7 units.

Budget items for Landscaping moved from Reserve Expense to Landscaping Expense. Delinquency rate is very low.

Motion to adopt the Financials as submitted was made by MS, seconded by KM. Motion carried.

### **Committee Reports:**

**Security Committee:** Hearing conducted: 1. Noisy party, 2. Open Garage Doors, 3. Problem at pool area. Report to be submitted in detail in Executive Session of Board of Directors.

**Architectural Committee:** Michael Gotz states issue that a homeowner, 20G, wants to install vinyl window in bedroom in back. Carmichael states that size of window not up to code, too small and cannot be grandfathered in. American Vision will need to cut the wall/stucco to install new window in a size up to code.

Motion for Board approval for American Vision to install window with the homeowner responsible for restoring stucco to match original in texture and color submitted by MG and seconded by RM. Motion carried.

**Landscape Committee:** Emelie Gerard, Yvette Stern, Gerry Stern report on meeting with Kenneth Kammeyer, Landscape Architecture. Discussion ensued about poor trimming by American Arbor Care. Kathleen Norman was asked if Association could cancel or renegotiate contract and have tree trimming postponed. Kenneth Kammeyer offers "pay as you go" services to work with Beverlywood West to re-design/improve/replace landscape and irrigation at a cost of \$110 per hour. Kenneth Kammeyer will come to the Architectural Committee with a proposal.

#### **Manager Report:** KN reported on Action Items:

Slurry Seal- There are extra cans of slurry seal and touch up paint for curbs.

Flooring for the gym room tabled until the decision has been made about the use of the room. There will be no quotes on flooring until the results of the gym survey are available.

Irrigation- There is a concern about where buildings 12& 13 will get water for irrigation. KN to do a walk through and the vendor will not be paid until they get water to those buildings.

Lighting- Vendor missed installation of one light fixture at #14 and will be asked to come out at no charge to install.

Replacement light bulbs will be ordered through wholesaler, American Elex.

Swarming bees on hillside to be checked.

EG asks that #14E be sent a fix it letter to repair broken garage door. Homeowner is to contact Mesa Garage Door to replace broken panels.

Robert Mullens states that roof vents that were smashed by roofers are being repaired. He asks that vendors and costs be researched for air duct cleaning for all 156 units, and cleaning for those units that have fireplace vents. He asks that this be a new action item, with the individual homeowner to pay for his/her own vent cleaning and the Association will give the necessary information to the homeowners to contact the vendor to schedule their appointments.

**Old Business:**

**Pool Hours:** Board discussed the change in pool hours.

- A. Lounge/Card Room:** Architectural Committee will develop a proposal for finishing the room.

**New Business:**

- A. Recreation Building (touch up and exterior door):** Area Maintenance will be asked to submit a bid to do touch-up painting, at locations to be determined by Architectural Committee.

EG asks that nail that is sticking out of the handrail by the end of building #19 be repaired.

- B. Sundown Lighting:** KN reports that she is looking for a new company to contract with to replace lights instead of Sundown Lighting. Information will be presented at next meeting.

- C. Arbor Care:** Board discussed putting tree trimming on hold pending the proposal from Kenneth Kammeyer, Landscape Architecture.

Motion was made by EG to hire Kenneth Kammeyer to advise on the tree trimming, review what needs to be done at a cost of \$110 per hour not to exceed \$550 and seconded by KG. The motion carried.

- D. Trash Can:** MS ask that a trashcan to contain dog droppings be placed near tot lot. KN will do a walk through to determine placement and type of trashcan that will be aesthetically pleasing for the area.

**Dumpster:** belonging to Michael Fugleman has not been removed. KN to contact him and advised him to remove or move into the garage.

The next meeting is Tuesday, February 14.

Motion made by MFS to pay Paula Agnew \$70 taking and transcribing minutes of Board meetings seconded by EG. Motion carried.

**The meeting adjourned to Executive Session at 9:40p.m**

Submitted by Paula Agnew.