



DIABLO WEST HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING

July 16, 2018

I. Call to Order: A regular meeting of the Diablo West Homeowners Association was held at the Diablo West Clubhouse, Danville, California, on July 16, 2018. The meeting convened at 7:02 p.m.

Members of the Board in attendance: Jim Radding, President, Joan Flynn, Vice President, Lee Rude, Chief Financial Officer, Judy Willson, Secretary and Ron Vincent, Director at Large.

Others in attendance: George Cooper, Groundskeeper and homeowner Linda Zweifel.

Absent: Pat Dunn, Design Review Committee Chairperson.

II. Approval of Minutes: Motion was made by Joan and seconded by Ron to approve the minutes of the June 18, 2018 Board Meeting. **Motion Carried.**

III. Grounds Report:

- A) George reported that TrenchFree had completed the entry work. The good news is that the landscaping was not damaged in any way. The bad news is that they charged an additional \$3,200 for four potholes that they dug and repaired. Lee disputes the number of potholes. After looking at the site, he believes they only made one and he thinks we should not have to pay for more than that. Lee, George and Ron will meet with TrenchFree to review the site.
- B) George reported that he can only get the high-quality lounge covers with hoods in solid blue. The cost is \$800 for six. Jim said that the solid blue would be fine. We can alternate every other one with the current striped ones until the striped covers are replaced.
- C) George said that he would increase the watering schedule from 3 to 4 days a week now that the weather is getting hotter. Large areas of the greenbelt are already turning brown.
- D) George reported that he had looked into having an outdoor electric outlet installed on the rear side of the clubhouse near the patio area. The cost will be \$250.00. The Board agreed that George should go ahead and have

D) George reported that he had looked into having an outdoor electric outlet installed on the rear side of the clubhouse near the patio area. The cost will be \$250.00. The Board agreed that George should go ahead and have the outlet installed.

E) Lee asked George about a tree trimming credit he had mentioned. George explained that we were billed \$2,400 for last November's routine tree work, but the actual cost came in at \$1,280, leaving us with a credit. Part of that credit was spent on root grinding the California Pepper Tree on the greenbelt.

III. Committee Reports

A) Design Review Committee

- 1) Judy reported on behalf of Pat Dunn. Pat said that there are only a couple of new Home Improvement Requests for repainting and new garage doors. Pat will forward a written report for the record.
- 2) Linda Zweifel, a Design Committee member, said that a home on Contada near Casita Ct. has a completely dead lawn on one side of the front walk. This lawn was replaced last year when a tree came down. The rep for that area will need to contact the homeowner.
- 3) Jim mentioned again that there is a dilapidated red car with expired plates parked in a driveway on Contada near the entry. This needs to be reported to the town.

B) Social Committee

- 1) Judy reported that the annual 4th of July Party went very well with the help of volunteers Linda Zweifel and Darlene Allison. Joanie was able to help out ahead of time and Ron took care of beverages. About 120-130 neighbors attended.
- 2) The first-ever Overnight Camp Out was held on July 7th. Judy was unable to stop by herself, but the organizers say about 65 people attended and everyone had a great time.
- 3) Coming up next is National Night Out on August 7th. This year there will only be one ice cream station, located at the clubhouse driveway. The NW Coordinators will be collecting to offset the medical expenses incurred by Danville Police Dog, Aik who has recently recovered from surgery. Town officials, Police Officers and Aik will be stopping by to greet everyone.
- 4) Madeline Ahern and Judy have volunteered to put on the Labor Day Pool Party. It was a pizza party last year, but since we have quite a bit of food left from the 4th, we will make it a barbeque this time. Other Board members will also be available to help.

V. Owner Concerns and/or Comments:

A) Linda reported that a street light along the greenbelt is flickering on and off. The problem needs to be reported to either PG&E or Town of Danville. The problem was reported to PG&E on 7/24/14.

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VI. Officers' Reports:

Presidents Report:

- A) Jim said that he was very pleased with the performance of this Board. We've completed a number of maintenance and improvement projects in the last couple of years and we've also increased the social activities that bring the community together.

Vice Presidents Report:

- A) *Joan said that there really isn't anything new regarding the carpet. Carpet One had it professionally cleaned again. It's a little better this time, but still has stains. Right now, we're not paying for it and they're not billing us.*

Chief Financial Officer's Report:

- A) Lee reviewed the June 30, 2018 financials. As of 6/30/18, the total operating fund balance was \$99,341.86 and the total reserve fund balance was \$256,543.69. Total assets were \$355,885.55.
- B) Lee reported that the total cost of our general insurance coverage increased by \$4,500, probably due to the extensive damage caused by last year's fire season.
- C) Lee noted that the big pool needs a good cleaning. There is soot on the bottom and our pool service is not getting it clean. The filters are probably working overtime due to the pool deck resurfacing. Until the pool is completely clean, George will make sure that the filters are cleaned each time the pool is serviced.
- D) Delinquencies were discussed.
- 1) We have only one delinquent account. Account #216 is in collections with UTS.
 - 2) There are no other accounts with full assessments in arrears, although five accounts are past due for small unpaid late fees.

Director-at-Large Report:

- A) *Ron reported that the hot and cold lines of the outdoor shower are reversed. He will correct it.*

Secretary's Report:

- A) Judy reported on the following homes sold within the last month:
- 1) 875 Bali Ct – Buyer Patrick & Kylie Legare
 - 2) 90 Lomitas – Buyer Kristen Wilson
 - 3) 91 Lomitas – Buyer John Curtin & Samantha Broaders
 - 4) 637 Mia Ct – Buyer Sebastian Jimenes & Maria Losada

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- 5) 206 Sabina – Buyer Samuel & Andrea Sharaf

VII. Unfinished Business:

A) Wi-Fi Follow-up/TV

- 1) Matt Hirschhorn has chosen a slightly smaller flat screen TV to fit between the windows and will install it soon.
- 2) Lee said that when he was re-doing our telephone service with AT&T, he was offered a deal which included Wi-Fi at a very good price, but he turned it down. He will contact AT&T and see if he can renegotiate it.

B) Status of License Plate Reading Cameras

- 1) Ron looked at the camera the Danville Police are using, but we have some problems regarding placement and monitoring.
- 2) Jim suggested we survey the occupants of each street to see who has surveillance cameras and how wide an area each covers. That way, if there is an incident, we would know who might have captured it on film.
- 3) Judy will ask the Neighborhood Watch Coordinators to assign this task to their block captains and come back with a report to the Board.

VIII. New Business

A) Exterminator

- 1) Lee recently discovered that we have been paying for an exterminator's services on a somewhat irregular basis for the last 30 years. No one knows who hired him and we do not have a contract, but he seems to be on the up and up. Lee suggested we choose one of the following options:
 - a) Keep things as they have been.
 - b) Keep things as they have been, but require a signed agreement, insurance policy and his California license number, which is PK6065.
 - c) As him to provide service only on demand.
 - d) Terminate him.
 - e) Hire someone else.
- 2) **The Board prefers option 3. We will leave a notice for him next time he comes. Motion was made by Lee, and seconded by Joan, to continue on schedule, but ask him for his licensing documents. Motion Carried.**

B) Punch List for Pool Deck Resurfacing

- 1) Several areas do not look good and need to be re-done, including some of the seams that are lifting and need to be replaced.
- 2) Several Board members will get together with George to identify all problems and then meet with the contractor.

C) Pipe Cost/Front Entrance

- 1) Previously discussed.

IX. Adjournment

- A) Motion was made by Ron and seconded by Joan to adjourn the regular meeting at 8:23 PM and go into a brief Executive Session. **Motion Carried.**

Respectfully submitted,

Judith Willson

Judith Willson,
Secretary