

**SAN LORENZO COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
OCTOBER 27, 2008  
MINUTES**

**NOTICE** With notice given and received, the Regular Meeting of the Board of Directors of the San Lorenzo Community Association was held on October 27, 2008, at the San Lorenzo Clubhouse.

**PRESENT** Brooke Thomas, President  
Jim Holas, Vice President  
Joe Capotrio, Treasurer  
Annette Gilbert, Secretary  
Damien Delany, Member at Large

Lori Yarborough, Action Property Management, Inc.  
Brandon Patterson, Action Property Management, Inc.  
Sandra Flores, CLS Landscape  
Eight (8) homeowners

**CALL TO ORDER** The meeting was called to order at 4:34 P.M. by Brooke Thomas, President

**APPROVAL OF AGENDA** A motion was made, seconded and carried unanimously to approve the meeting agenda as presented.

**EXECUTIVE SESSION DISCLOSURE** The following topics have been discussed in the Executive Session immediately preceding the Board meeting. One hearing was heard regarding leaving the garage door and unattended.

**OPEN FORUM** Eight (8) homeowners were present to listen to issues including: car towing, tree trimming, lighting, stop signs, street lights and tire marks on the driveways.

**CONSENT CALENDAR** A motion was duly made and seconded to approve the minutes as presented. The motion was carried unanimously. The Consent Calendar will become a part of and is attached to these minutes.

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**LANDSCAPE  
REPORT**

CLS Landscape reported that there are currently two broken main lines. Shea is working with Oak Leaf to have these lines repaired. In addition, CLS Landscape is to provide Management with the tree trimming schedule.

**UNFINISHED  
BUSINESS**

Sample Contract for Aquatrends

Management provided the proposals as submitted by Aqua Blue Company, Aquatrends, Deck Side and Aquatic Balance. Motion was duly made, seconded and carried to approve the Aquatrends proposal.

Landscape Maintenance Proposal

Management included the proposals as submitted by O'Connell Landscape, Douglas Landscape and Park West Landscape. A motion was duly made, seconded and carried to approve the Park West Landscape proposal at \$5,340.00 a month. Motion carried unanimously.

Earthquake Insurance

Management included a proposal as submitted by La Barre/Oksnee. A motion was duly made, seconded and carried to table this item until final build out. Motion carried unanimously.

**NEW  
BUSINESS**

Three Year Proxy

Motion was duly made, seconded and carried for Management to mail out the three year proxy. The Board wanted to make sure Management included the new cover letter that directed the homeowners where to send the three year proxy. Motion carried unanimously.

Draft Budget

The Board directed Management to include phase 10 in the draft budget and that Management is to provide the draft budget by the next meeting.

Cutting Trees

Correspondence was received from the Black Gold Golf Club in regards to the homeowners who are still cutting trees by the 15<sup>th</sup> hole. The Board directed Management to send letter to all four homeowners that are near the trees that are being cut and inform them that they will be in violation if they continue to cut the trees.

Farmer Insurance/Terrorism Risk

Management included a proposal submitted by Farmers Insurance. Motion was duly made, seconded and carried to approve the coverage for an additional \$7.00. Motion carried unanimously.

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**NEW  
BUSINESS  
(CONT'D)**

Audit Bids

Management included the proposals as submitted by DeMarchi and Company, Inouye, Shively & Longtin and Schonwit & Associates. Motion was duly made, seconded and carried to approve the proposal submitted by Inouye, Shively & Longtin in the amount of \$1,000.00 for the 2008 audit. Motion carried unanimously.

Protec/Power Wash Bid

Motion was duly made, seconded and carried to deny the proposal for pressure wash and paint the stucco at 18957 Pelham Way near the garage area. Motion carried unanimously.

Stop Signs and Asphalt Bid

Management included the proposals as submitted by Protec and All American. A motion was duly made, seconded and carried to approve the All American sign proposal to install two stop signs in two locations as well as paint the corresponding asphalt. Motion carried unanimously.

Community Handbook

A copy of the revised August 22, 2008 community handbook was provided for the Board to review and approve. The Board advised Management that there are corrections and revisions that need to be made and will make the corrections and mail the community handbook back to Management for the final revisions.

Liens

Management presented two accounts that in accordance with the Association's collection policy should have had a lien filed against them. A motion was duly made, seconded and carried to file a lien against account # 4802160631.

Clubhouse Committee Member

A motion was duly made, seconded and carried to welcome Chuck Mazza to the Clubhouse Committee. He will attend the meetings organized by the Committee and help in handing the keys out, checking the Clubhouse after each rental and attending the Regular Meetings to advise the Board on the Committee's accomplishments each month.

A motion was duly made, seconded and carried to deny filing a lien against account # 4802140740.

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**NEXT**

**MEETING**

The next regular meeting of the Board of Directors will be held on November 25, 2008 at 6:00 P.M. at the San Lorenzo Clubhouse.

**ADJOURN**

There being no further business to come before the Board at this time, the meeting was adjourned at 7:00 P.M.

**ATTEST**

Respectfully Submitted by, Brandon Patterson, Community Manager.

**APPROVED BY THE BOARD OF DIRECTORS NOVEMBER 24, 2008**