

**SAN LORENZO COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MONDAY, MARCH 13, 2023  
MINUTES**

**NOTICE** Upon due notice given and received, the Regular Meeting of the Board of Directors of San Lorenzo Community Association was held March 13, 2023, at 7:00 pm, Association clubhouse and via teleconference.

**PRESENT** Lillian Franklin, President  
Bob Carson, Vice President  
Jessie Jones, Secretary  
Richard Williamson, Treasurer  
Robert Powers, Member at Large

**ALSO,  
PRESENT** Christie Alviso, StoneKastle Community Management, Inc.

**CALL TO ORDER** The meeting was called to order at 7:08 PM by President, Lillian Franklin.

**OPEN FORUM** Nine (9) homeowners were present. Topics included: Removal of street sweeping, parking rules and regulation questions, noise nuisance with exhaust.

**CLUBHOUSE  
COMMITTEE** Clubhouse Committee Member, Melissa reported: nothing at this time.

**MINUTES** Regular Session  
A motion was made, seconded, and unanimously carried to accept the January 9, 2023, and February 13, 2023, Regular Meeting minutes, as submitted.

**FINANCIAL  
INFORMATION** Financial Statement  
A motion was made, seconded, and unanimously carried to accept the February 28, 2023, Financial Statement, subject to fiscal year end audit. Motion carried.

Account Review  
As of January 31, 2023, the operating account had a balance of \$187,257.85 and in the reserve/investment account had a balance of \$2,197,617.85.

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**LIEN FILING**

Lien(s)  
Nothing at this time.

**UNFINISHED  
BUSINESS**

Update - Metal Sheeting Repairs and Roof Evaluations  
Vendor updated management that they anticipate having an update for Association by Friday, March 10, 2023.

SB326 Proposal(s)  
This item has been postponed.

Termite Reports & Repair Proposals  
This item has been postponed at this time to include alternative wood that's less eatable and/or pretreated wood.

Draft Design Review Guidelines 2023  
Management mailed out the draft design review guidelines and will be added to the April agenda for adoption.

**ARCHITECTURAL  
SUBMITTALS**

No action at this time.

**NEW BUSINESS**

Landscape Addition/Replacement/Upgrade Proposals  
A motion was made, second, and unanimously carried to approve the following proposal submitted by Villa Park Landscape:

- Proposal #VPL1567-23, February landscape walk - \$1,120.00

Memorialize Roof Repair, Restoration & Build Back Proposals  
A motion was made, seconded, and unanimously carried to ratify approval on the following roof repair, restoration and build back proposals totaling \$9,376.00:

- Work order #7481 in the amount of \$3,459.00- 4047 Balmoral- to remove and replace tiles approx. 3 square sections of leak area. Replace underlayment and secure with mechanical fasteners.
- Work order #7219 in the amount of \$3,976.00- 4024 Emerald Downs- Remove tile and set aside, approx. 10' x 21' in roof field and 7 x 7 under window section over leak area. Thoroughly inspect and replace wood roof members as needed. Furnish and install two layers of 30#.

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Underlayment and secure with mechanical fasteners. Reinstall and secure tiles over repair area. Replace any broken tiles in the repair area as needed only. New tiles to match existing as close as possible, per availability. Seal trim around window using appropriate sealants.

- Amplex Group Services in the amount of \$5,400.00-18930 Pelham & 3967 Balmoral Dr – build back.

Memorialize Light Repairs/Maintenance Proposal

A motion was made, seconded, and unanimously carried to ratify approval on the following Three Phase Electric proposals totaling \$1,950.00:

- Estimate #SL-022423-A in the amount of \$700.00 - Pool area – 1) mushroom light (LED3BA-SC), located to the left of the main pool gate, is in/op; requires repair. 4003 Balmoral: (1) socket of one wall mount (LED5PL-41K), located above the address fixture at the front door, is in/op; requires repair.
- Quote #11622 in the amount of \$1,250.00- Pre-Purchase 100 commercial grade 5 watt LED bi-pin 4000K lamps to store in clubhouse onsite.

Fire Safety First Sprinkler Repair Quote

A motion was made, seconded, and unanimously carried to approve the proposal submitted by Fire Safety First for the annual fire sprinkler report and repairs in the amount of \$10,225.00.

Clubhouse Designer Proposal

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of  
A motion was made, second, and unanimously carried to approve proposal submitted by Rachael of Real Estate Design Professional, LLC for the first phase that will be a charge of \$575.00 for 5 hours design time. This will include plan development, and three furniture space plans for approval by the Board. Phase 2 design fee could be up to \$5K+ for 40 hours of work.

Pool Deck Resurface Proposal(s)

A motion was made, seconded, and unanimously carried to approve the proposal submitted by CHS for repairs for trip/fall hazard in the amount of \$525.00 that is located in pool area at pool handrail.

Monument LED Light Proposal

A motion was made, seconded, and unanimously carried to approve Three Phase Electric Proposal #LS-1170-EE for installing LED

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lighting in the center median monument signage in the amount of \$2,135.00.

Pre-Purchase of Address Lamp Proposal

A motion was made, seconded, and unanimously carried to approve the proposal submitted by Three Phase Electric to pre-purchase 150 commercial grade variable LED address lamps in the amount of \$1,209.00.

Draft New Parking Rules

A motion was made, seconded, and unanimously carried to approve to send out the new draft parking rules for 28-day comment period.

Appointment of Inspector of Election-April 17, 2023

A motion was made, seconded, and unanimously carried to approve Trisha Kligerman to serve as the Inspector of Election in April 2023.

**ADJOURNMENT** There being no further business to come before the Board of Directors at this time, the meeting was adjourned at 8:13 PM.

**ATTEST** Respectfully submitted by Christie Alviso, StoneKastle Community Management.

**APPROVED**

DocuSigned by:  
*Lillian Franklin*  
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Lillian Franklin, Chairman of the Meeting

**SECRETARY'S CERTIFICATE**

I hereby certify that I am the duly Appointed and Acting Secretary/Treasurer of the San Lorenzo Community Association and do hereby certify under penalty of perjury that the foregoing is a true and correct copy of the Regular Minutes of the Board of Directors Meeting held Monday, March 13, 2023, as approved by the Chairman of the Meeting.

Dated: 9/13/2023 \_\_\_\_\_

DocuSigned by:  
*Jessie Jones*  
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Acting Secretary/Treasurer