

**Holiday Estates Maintenance Association
Board of Directors Meeting
November 17, 2011**

Board Members

David Stoltz	President
Jess Macias	Vice President/Architectural & Safety
Tom Monti	Treasurer
Julie Allen	Secretary/Communications
Sandor Drobilisch	Director/Roads & Ditches
Josh Maston	Director/Roads & Ditches (absent)

Others Present

Tim Dillon	Access Association Services, Inc.
Nichole Dillon-Lee	Access Association Services, Inc.
Six Homeowners	

Item I Call to Order

The Board of Directors meeting was called to order at 7:15 p.m. by President David Stoltz.

Item II Reorganization

The Board of Directors reorganized to the above stated positions.

Item III Open Forum

There were no open forum items.

Item IV Consent Agenda

Minutes of the September 15, 2011 Board of Directors meeting and executive session approved as corrected.

Item V Committee Reports

A. Budget – Tom Monti

 No report presented.

B. Financial Report – David Stoltz

 Dave gave a brief financial report on the status of the association for the period ending October 31, 2011.

C. Architectural – Jess Macias

17429 Blue Jay Driveway Addition – The committee recommends approving the architectural drawings submitted by the homeowner to level out the driveway and add additional parking on the homeowner's lot. Motion was made, seconded and unanimously approved to accept as submitted.

17370 Lakeview Drive Solar Panel Installation – Management reported that an email request to the homeowner had been made requesting details on the specific solar panels. A motion was made, seconded and unanimously approved to deny the request pending further review and submission by the homeowner on the materials, size and location of the solar panels on the roof.

2901 Whipporwill Replace Shake Roof with Asphalt Shingles – Motion made, seconded and unanimously approved to allow.

17221 Quail Court – Installation of a pagola on the front of the home was unanimously approved by the Board of Directors.

17110 Shady Lane – The owner has installed Digger Pines on the property that will at maturity block the view of one of the neighbors. The committee directed management to notify the homeowner to remove the trees and to submit a written architectural request for the other landscape improvements on her property.

D. Roads & Ditches – Sandor Drobilisch

Sandor reported that the recent crack seal project accidentally omitted a section of Lakeview. Management will contact Bond Pavement Solutions to complete the crack sealing before payment is submitted.

Sandor also commented on the homeowner report regarding a section of roadway between 17470 – 17474 Lakeview at risk of sliding down the hillside. Sandor met with John Brice onsite and requested that management obtain USA Locators to mark the utility locations on the road. Once the areas are marked, Sandor will meet with the City to try and determine the scope of repairs for this project.

E. Communications – Julie Allen

Julie will draft a newsletter for submission at the end of December to the homeowners. It was suggested that board members submit any materials for this newsletter. The deadline according to management would be approximately December 15th.

F. Beautification – Julie Allen

Julie reported on the landscape improvements that were completed at the main entry. Julie also commented that she continues to investigate lighting replacements and will submit recommendations once the fixtures are selected.

Item VI Action Items

- A. 2011 Financial Review – Management provided a proposal from Allen & Cook to perform the 2011 financials review at a cost of \$2,500. Motion made, seconded and unanimously approved.

- B. Tree Clearance Proposal – The Board of Directors reviewed a proposal from Lewis Tree Service for 15' clearance on all of the roadways at a cost of \$15,500. A brief discussion ensued regarding the cost of the clearance proposal. Management commented that three years prior the road clearance cost the association \$24,000.

Additional discussion ensued regarding the arborist recommendation for dead and declining trees. The Board of Directors discussed various methods for identifying tree removals. A motion was made, seconded and unanimously approved to move forward with the clearance over the roads and to schedule the work as soon as possible. The dead tree removal will be identified by some form of marking the trees and scheduled for a later project.

Item VII Next Board of Directors Meeting

January 19, 2012

Item VIII Adjournment

There being no further business before the Board of Directors, the meeting adjourned at 8:30 p.m. to Executive Session to record a Notice of Default for Parcel 729-35-004.