

**Holiday Estates Maintenance Association
Board of Directors Meeting
May 15, 2008**

Board Members

John Milner	President
Dave Frazer	Vice President
Tessy Albin	Treasurer
Gregg Potter	Secretary
Sandor Drobilisch	Director/Marina/Roads and Ditches
Harris Hall	Director/Architectural Committee
Jess Macias	Director (absent)

Others Present

Tim Dillon	Access Association Services, Inc.
Shannon	Santa Clara Fire Safety Council
Six Homeowners	

Item I Call to Order

The Board of Directors meeting was called to order at 7:02 p.m. by Board President John Milner.

Item II Agenda Review

The Agenda was accepted as presented.

Item III Presentation

Dave Frazer reviewed the premise for the presentation stating that in prior years the association has contracted and paid for a chipping service and Dave found this program through south Santa Clara County and pursued for the Holiday Estates community.

Shannon reviewed the entire program stating that it was a grant from Santa Clara County to educate and assist homeowners in maintaining their property in a safe condition.

Shannon commented that the program is currently scheduled from June 16 through the 20th and they have received bids for the project and the only requirements are the completion of the application and notification to the homeowners. Additional comments were that some of the chips will remain onsite and the association will designate locations. The remaining chips will be hauled off by the contractor. Dave Frazer also commented that there will be a learning curve with the new contractor.

Item IV Open Forum

The homeowners present discussed:

- Architectural enforcement for violations observed on lots.
- Removal and replacement not completed on the entry trees;
- Mandating residents mow and remove weeds from their lots.

Item V Consent Agenda

A motion was made, seconded and approved to accept the Consent Agenda as presented:

- A. Minutes of the March 20, 2008 Board of Directors meeting and Executive Session;
- B. Correspondence and Work Order Summaries.

Item VI Committee Reports

Financial Report – Tessy Albin

Tessy Albin reported on the financial status of the association for the period ending March 31, 2008. Tessy suggested that the operating and reserve accounts be invested in laddered certificates of deposit for 6, 9 and 12 months to maximize interest income.

Architectural Report – Harris Hall

Harris reported the following architectural requests:

- 17480 Holiday Drive – approved provided permits are submitted to the committee;
- 17964 Holiday Drive – approved provided permits are submitted to the committee;
- 2900 Whipporwill Drive – approved as submitted.
- 17535 Holiday Drive – pending a site review by the committee chair;
- 3270 Butterfly Court – denied pending submission of an architectural request for the retaining wall.

Roads and Ditches – Sandor Drobilisch

- A. Sandor Drobilisch reported on the status of the street sealing project stating that Friday, May 16, 2008 will be the final seal coat. Sandor also commented that the fire gate on Lori Lane would be open to assist homeowners.
- A. Sandor also reported that the bollards had been installed at the marina and the no parking signs should be installed by Friday. Management was asked to provide a towing agreement that would allow Board members to contact Day and Night Towing to immediately tow anyone parking in these “no parking” areas.
- B. Sandor reported on speed bumps commenting that rubber speed bumps can be obtained and installed in any locations that the Board would like to prohibit speeding. A lengthy discussion ensued regarding locations of the speed bumps. A motion was made, seconded and approved to install two of the rubber speed bumps as a test in a location between the second existing speed bump and the marina and to post a sign that a new speed bump has been installed.

Communications – Gregg Potter

Gregg commented that the newsletter with the chipping information should be a priority and management indicated that a tri-fold newsletter can be provided if the Board will approve changing the format of the newsletter to allow for the tri-fold template. Gregg will revise the newsletter formatting and target a deadline of May 27, 2008.

Beautification

No formal report was submitted. Homeowner Jennifer Howard was asked to volunteer for the beautification committee, which she will take under consideration.

Sewer and Annexation – Carl McCaw and John Chappell

John Chappell commented that there was no formal report from the sewer and annexation committee; that there were potential meetings with county supervisors being scheduled; however, no firm dates had been given. Dave Frazer commented that all committee members should be copied on all correspondence.

Item VII Other Business

- A. Reserve Study bids – Motion made, seconded and approved to accept the Reserve Study proposal from John D. Beatty & Company at a cost of \$1,500.00.
- B. Management reported on the status of repairs and removals of the damaged trees at the main entry noting that an insurance settlement from the contractor for \$7,500.00 was approved and Lewis Tree Service revised his proposal to meet the insurance settlement of \$7,500.00. Miscellaneous charges for the arborist report and the survey may be reimbursed by Tom's Tree Service utilizing future tree removals.
- C. Board Volunteer Interviews – John Milner reported on two volunteers to fill the current Board vacancy. David Stoltz and Steven Stratton have indicated they would serve the remaining term of the vacancy. Dave Stoltz was present and gave a brief summary of his interest in serving on the Board. Steven Stratton was not in attendance.

Item VIII Next Meeting Date

The next Board of Directors meeting is scheduled for Thursday, July 24, 2008 at Ramada Inn at 7:00 p.m. The Ramada Inn has discounted the meeting room fee for this meeting only to \$69.00.

Item IX Adjournment

There being no further business before the Board, the meeting adjourned at 8:55 p.m. to Executive Session to record notice of default and discuss Board volunteer appointment.