

Ferrari Community Management
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April 21, 2010

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***Notice of
Annual Meeting
11:00AM
Saturday, May 22nd
Joel Davis Park***

The University Square Owners' Association Annual Meeting is scheduled for 11:00 AM Saturday, May 22, 2010 in the Joel Davis Park (Between McNair, Tate, Wilks and Oakes Streets). In order to have a successful meeting, we must have a quorum of lot owners attend either in person or by proxy. Because it will cost the association needless administrative expense if they have to re-schedule the meeting because not enough owners returned ballots, **IT IS IMPORTANT THAT YOU COMPLETE AND RETURN YOUR BALLOT.** Please cast your vote using the following procedure:

1. Complete the Secret Ballot and fold the ballot sheet,
2. Place the folded ballot in the blank envelope and seal it, (Do not place your resident/owner information form inside this blank envelope.
3. Place the sealed envelope in the addressed envelope and seal that envelope,
4. Sign the addressed envelope in the upper left corner,
5. Return that envelope by mail to Ferrari Community Management so that it arrives in time for the May 15th meeting, or bring your ballot materials and envelopes to the meeting.

Also enclosed is an April 12, 2010 Newsletter and a survey regarding the Association sponsored security service, neighborhood watch programs, and surveillance cameras. If you have not already completed this survey on line, please return it in the outer envelope with your ballot.

***Finally, the Universtiy Square HOA will host a
Community Barbeque in the Park immediately after the
Annual Meeting. All owners and residents are welcome.***

There will be burgers, hot dogs, veggie burgers, soda, water and chips. Please try to attend to get to know your neighbors and build a better sense of community.

April 21, 2010

TREE REMOVAL WARNING AT UNIVERSTIY SQUARE

Owners at University Square are responsible for the maintenance of front yard trees. This includes the trees between the street and sidewalk in front of their homes. These trees must be pruned to maintain their shape and prevent them from growing into the buildings. Sometimes roots from these trees also cause problems with sidewalks, foundations and other landscaping making the trees candidates for removal.

Unless you are going to replace a tree with another of the same species, however, you cannot remove a tree in your front yard without first obtaining Association approval. There is a specific form for requesting Architectural Approval to make changes to the landscaping in your front yard. Please call (650) 917-9911 if you have questions or need a Architectural Improvement Approval Request Form.

Thanks for your cooperation.

Kindly yours,

Dominic Ferrari, Property Manager
On Behalf of the Board of Directors

**UNIVERSITY SQUARE
OWNER'S ASSOCIATION
SECRET WRITTEN BALLOT
FOR THE MAY 22, 2010 ANNUAL MEETING**

APPROVAL OF THE MINUTES OF THE 2009 MEETING

___ for approval

___ against approval

RESOLUTION REGARDING REVENUE RULING 70-604

“Resolved, that assessments over and above the amounts used for operations in the year ended December 31, 2010 be carried forward and applied to offset the following years’ expenses in accordance with Revenue Ruling 70-604.”

___ for approval

___ against approval

**ELECTION OF MEMBERS OF THE
BOARD OF DIRECTORS**

The Board Members each serve two year terms. There are two positions to be filled at this year’s election. Amy Duxbury, Lisa Green, and Dixie each have one more year to serve on their two years terms. The candidates listed below have been nominated in advance to run for election to the board. You have TWO votes. Cumulative voting is permitted, which means that you may vote one vote each for two different candidates, or two votes for one candidate. If you use more than two votes, you votes will not be counted.

___ Mike Chen (924 Wilks)

___ Robert Fitzwilliam (917 Oakes)

___ (write in candidate)

**MINUTES OF THE ANNUAL
MEETING OF THE MEMBERS
AND ELECTION OF DIRECTORS OF THE
UNIVERSITY SQUARE HOMEOWNER'S ASSOCIATION**
a California mutual benefit corporation

The 2008 Annual Meeting of the members of the University Square Homeowner's Association was held at 7:00 PM on Thursday, June 11, 2008 in the Council Chambers at 2415 University Ave.

ESTABLISHMENT OF A QUORUM

A Quorum was established by the presence of 76 owners either in person or by proxy.

APPROVAL OF THE MINUTES OF THE 2008 ANNUAL MEETING

In advance of the meeting, copies of the minutes of the 2008 Annual Meeting were provided to the Homeowners. Mr. Ferrari asked if there were any changes or corrections to be made to those minutes. There being no response, a motion was made and duly seconded that the minutes be approved. A later counting of the ballots indicated that the motion carried.

ELECTION REGARDING EXCESS OPERATING INCOME

Mr. Ferrari then explained the possible tax benefits of making an election with regard to year-end excess operating income, if any. A motion was made and duly seconded that the following resolution be adopted:

“Resolved, that assessments over and above the amounts used for operations in the year ended December 31, 2009, be carried forward and applied to the following year's reserve fund in accordance with Revenue Ruling 70-604”.

Mr. Ferrari asked that those approving the resolution regarding excess operating income mark their ballots accordingly. A later counting of the written ballots indicated that the motion carried.

ELECTION OF BOARD MEMBERS

Mr. Ferrari then explained that three positions on the Board were to be filled at this election and that Micheal Chen and Robert Fitzwilliam had one more year to serve on their two year terms. Amy Duxbury and Dixie Schulz were nominated to serve on the board, but and Karen Hargraves indicated that she would not run again. Lisa Green offered to run for election. Those wishing to vote for Lisa Green who had not already turned in their ballots were encouraged to add Lisa Green's name as write in candidate. A counting of the written ballots confirmed that and Amy Duxbury, Lisa Green and Dixie Schulz had been elected.

University Square

HOME OWNERS ASSOCIATION NEWS LETTER

April 12th, 2010

The 2009 – 2010 HOA volunteer board members serving the University Square community are as follows:



President

Robert Fitzwilliam

I have been living in our neighborhood with my family for the past 5 years. It is a pleasure to serve our community this year as President of the HOA. I am looking forward to a great year meeting everyone and getting to know each other better.



Vice President

Mike Chen

Since 2001, I've made University Square my home. Apart from the HOA Board, I have a dual-career as an engineer and a writer including contributions to FoxSports.com, The New York Times Online, and NHL.com. When I actually get free time, it's spent writing, playing music, or spoiling our dogs and cats.



Treasurer

Dixie Schultz

I am one of the first homeowners to live in University Square. I have volunteered to be on the board for several years and enjoy working with everyone to help uplift our community.



Secretary

Lisa D. Green

We have lived in University Square for just over six years. Thank you for allowing me to serve on the HOA Board. So many neighbors have spent so much time and energy serving all these years I felt that it was my turn to volunteer. I look forward to some of the exciting things the community has coming up this year and will do my best to serve you all well. By day I own and run my own two Physical Therapy and Fitness practices in Portola Valley and Los Altos. My partner Emily and I really enjoy the wonderful weather here our vegetable garden thrives every year. So if you need tomatoes just let us know.



Board Member

Amy Duxbury

I was in the first wave of University Square homeowners, having lived here since September 2000. It's been fun (and challenging) to be here from the beginning -- from camping out in order to get the opportunity to buy a house, to campaigning to get IKEA built, to dealing with the City of East Palo Alto on various issues. I work by day as the office administrator of a Palo Alto patent law firm. At night and on weekends I am a classical musician -- I play the bassoon in several local ensembles. My partner Dawn teaches at Stanford and is a violinist in the San Francisco Opera.

Please join us in making our community a better place to live.

TELEPHONE NUMBERS

CANTY SECURITY (408) 245 . 2291

Ferarri Management: (650) 917 . 9911

24 Hour Towing: (650) 646 . 2470

Non-Emergency Police: (650) 321 . 1112

Police Anonymous Tip Line: (650) 851 . 8477

California Poison Control Center: (800) 222 . 1222

NEIGHBORHOOD ACTIVITIES

BLOCK PARTY

For the past 2 years, some of the neighbors on Oakes Street have gotten together to have a block party. It was intended as a way for families to get to know each other better. This has been a tremendous success and more gatherings of this nature are being planned for this year. We encourage other blocks in our neighborhood to have fun activities with your fellow neighbors.

WALK-ABOUT

Last summer our neighbors started a weekly "neighborhood walk-about". There was significant interest and many people turned out in the beginning. As the weeks went on, the numbers dwindled partly due to the time of evening it started and also the frequency. Many families came home late and too tired in the evening and it just seemed too much to come out every week. We are planning on doing it again this year in the Spring and Summer periods. This time, we will only have the walk around the neighborhood on the first Wednesday of each month. We hope that will encourage neighbors to come out some more.

ANNUAL GENERAL MEETING

Our Annual General Meeting is scheduled for **May 22ND, 2010**. Normally we meet at City Hall, however this year, we are holding our annual general meeting at the Joel Davis Park. We are also planning to have a BBQ at this event. This is an excellent opportunity for everyone to get to know each other better. We look forward to seeing you there! More information to follow.

PROPERTY INSPECTIONS

To maintain aesthetics, it is the Board's obligation to ensure that the CC&R's are being adhered. Regular site inspections are conducted by Ferarri Management Company to ensure that individual lots are being properly maintained. Therefore, letters are sent out for items that are in violation of the CC&R's.

The CC&R's are devised to maintain the aesthetic appearance, property value and allow residents to reside in a harmonious manner. If you do receive a letter, please correct the problem and try to remember that it was sent out to ensure that the Association remains the beautiful community that it is today which **ultimately protects all of our property values.**

HOME SAFETY TIPS

You can discourage intruders with a few simple actions:

- Light the outside of your home to make it more visible to your neighbors. Outside motion detector lights can make it almost impossible for a burglar to enter without being seen.
- Trim bushes near doors to reduce hiding places for burglars.

JOINING OUR ONLINE COMMUNITY

If you are not yet a member of our online forum, you can join by going to:

<http://www.yahoogle.com/> and type in the name **UniversitySquare** in the *Find a Yahoo! Group* search field.

RESIDENTS' CORNER

This corner is reserved for comments and/or suggestions made by residents. If you have something you wish to share with the rest of the community, please send an e-mail to ushoaboard@yahoo.com.

University Square Community Security

If you have not already taken this survey online, please fill this out and return it in the envelope provided.

Introduction

University Square currently has Cauty Security come into our neighborhood on a daily basis to conduct random patrols. In 2009, University Square residents reported an increased number of burglaries particularly during the day time. In light of this and recent events, our awareness of unfamiliar persons entering and exiting our community have increased.

The University Square HOA board would like to get a general sense of residents' perceptions on the present security service in our neighborhood and what improvements can be made where necessary. The board would like you to share your views on the security level in our community. Please take the next 4 minutes to complete this survey.

1. Presently, our security service conducts random patrols (in the evening) 7 days a week. How do you feel about our current security service in our neighborhood?

- Very comfortable Somewhat comfortable Not comfortable

2. Do you know the East Palo Alto

Yes, I know this number. No, I do not know this number.

Non-Emergency
Police number?

Police Anonymous
Tip Line number?

3. Please answer the following questions on providing improvements to our overall neighborhood security.

	Yes	No	Maybe
Do you feel we need a Neighborhood Watch program?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Would you like to be a part of a Neighborhood Watch group?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you feel that having surveillance cameras would provide a better sense of security?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Are you in favor of installing video surveillance cameras in public areas (park, entrances and exits) of our community?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Do you feel that having video surveillance cameras in public areas would deter people from conducting illegal activity?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. Would you be interested in collaborating with the EPA Police Department in using our community as a pilot project for video surveillance?

- Extremely interested
- Interested
- Somewhat interested
- Not interested

5. If a full grant is not available to fund this project, as a community, what percentage do you feel comfortable contributing?

Please enter a number (from 0 to 100) in terms of percentage.

6. What additional measures do you feel we can do to improve our community security?