

PROUDLY MANAGED BY

Associa
Massingham & Associates Management, Inc.

Board Members

President

Robert Fitzwilliam

Vice President

Mike Chen

Secretary

Lisa Green

Director

Amy Duxbury

Community Manager

Camille Mar

cmar@massingham.com

Direct: (925)405-4729

Community Assistant

Veronica Johnson

vjohnson@massingham.com

Direct: (925)405-4728

Mail Assessment Payments

University Square HOA

c/o Lockbox Processing

P.O. Box 45401

San Francisco, CA 94145

**Make checks payable to
University Square HOA**

Annual Assessments \$144

Mail Correspondence

Massingham & Associates
1855 Gateway Blvd. Suite 300

Concord, CA 94520

Main: 925-405-4900

East Palo Alto Police Dept.

Non-Emergency Line:

(650)853-3160

Emergency: 911

UNIVERSITY SQUARE HOMEOWNERS ASSOCIATION

March 2014

www.massingham.com

Corporate Status Update

The Association's corporate status with the Secretary of State has been reinstated and is currently active. This means that all rights and duties of the Board of Directors to do business on the behalf of the Association have also been reinstated. The suspension of the Association's corporate status did not release each individual homeowner from their responsibility to pay their annual assessments. If you have not yet paid your annual assessment of \$144.00 please submit your payment to the address listed in the left column. If you have any questions about the corporate status of the community please feel free to email Camille at cmar@massingham.com.

Secretary of State—Business Search

<http://kepler.sos.ca.gov/>

this website is currently showing Dominic Ferrari as the Agent for Process Service. All of the appropriate documentation has been filed with the Secretary of State to have this information updated.

Drought Preparedness

The Board is aware that water restrictions may be in place in the near future. The Board will recognize any restrictions set forth regarding irrigation and will enforce CC&R guidelines within the scope of those restrictions. We will provide updates to residents as they become available from the water district.

Next Meeting:

Wednesday, April 16 6:00pm—7:30pm
East Palo Alto City Hall—City Council Meeting Room
2415 University Ave.

Planning to Paint Your Home?

1. If you wish to paint your home using the current or existing color scheme, architectural consent is not required and you may proceed when you are ready.
2. If you wish to paint your home using a different original color from the neighborhood, or one of the new 6 color schemes you must submit an Architectural Application to the Architectural Committee for approval. Please keep in mind that if you are using a new color scheme you must wait until you have received a letter of approval before you may proceed.
3. If you have questions, need to borrow the 'new scheme' color board, need guidance, for color paint chips for the new schemes, you may contact HOA Board Member and Architectural Committee leader Lisa Green at lisanegreen@gmail.com.
4. Remember this approval process can take a couple weeks at minimum, so please try to get it started and completed in plenty of time and not the day before your painter is scheduled to start.

For any additional information, please contact Veronica Johnson at vjohnson@massingham.com.

UNIVERSITY SQUARE OWNERS ASSOCIATION

Date: April 16, 2014 6:00pm – 7:30pm

Location: East Palo Alto City Hall – City Council Meeting Room – 2415 University Ave.

AGENDA

Regular Session

1. **Call to Order**
2. **Treasurer's Report (Separate Package)**
 - a. The law requires the board to review and accept the reconciled financial statements at least once per quarter. The financial statement for the period ending March 2014 has been provided for the Board's review.
3. **Accept Board Member Resignation**
4. **Discussion – Security Cameras**
5. **Discussion – HOA Policy on Installation of Home Security Cameras**
6. **Security Patrol Contract – Proposals**
7. **2014 Budget Approval**
8. **Discussion – Assessment Collections**
9. **Review 2013 Year End Financials**
10. **Upcoming Board Member Elections**
11. **Lawn Irrigation During Drought**
12. **Homeowner's Open Forum**
13. **Adjourn**

****This is a sample agenda that shows items that are likely to be discussed at the meeting. A final copy of the agenda will be posted in the community on April 11th.****