



UNIVERSITY SQUARE OWNERS ASSOCIATION

8000 Jarvis Avenue-Entry 2
Newark, California 94560

December 9, 2015 7:00 PM
PGA Superstore, Conference Room, East Palo

General Board Meeting Minutes

Meeting Summary

CALL TO ORDER AND ROLL CALL: The meeting was called to order at 7:04 PM.

HOA board directors Present: Jack Beiderman, Mike Chen, and Dixie-Lee S. Specht-Schulz.

Absent: Robert Fitzwilliam,

Board quorum achieved. General Board Meeting Agenda distributed.

Items # I. Communications.

Jack presented the concept of a homeowners/community specific website, called U2, that he is developing for the community. Site would include elements of governing documents, CCR's, Delinquency Policy, Compliance Enforcement Procedure, Architectural Review guidelines, & approved exterior color chart, communication forum to & from the HOA board, Q & A section, and any other materials that the US community/HOA board together deem valuable to the site.

Homeowner discussion ensued & predominately in favor of the site being developed.

Action: Jack is hoping to have the site up & running in mid-January 2016 timeframe. Jack will donate the cost of operating the website, approximately \$7.00 per month for the present time.

II. Security

Open discussion regarding safety tips, i.e., locking of doors/windows, porch light on, setting house alarms, home camera systems, "neighborhood watch", installing locking mailboxes.

Security Code 3 patrols discussed. A number of homeowners present voiced their concerns as to the value. Mike & Jack acknowledged that there is no way to quantify the benefits, i.e., that it indeed limits criminal activity within the community. Mike stated that the Association would need to address where these monies would need to be utilized if not for a security patrol. Some homeowners also asked if the Security code 3 patrol reports could be provided to the homeowners, via some mechanism, such as the U2 website.

Homeowners asked that the HOA board explore whether Security Code 3 could vary their number of patrols, based on different times of the year, i.e., around the holiday's increase to four patrols in 24 hours, & around months like May, etc. decrease to two per 24 hours, thus keeping costs unchanged.

Action:Mike reviewed the information he sent out regarding setting up preferential UPS/FedEx deliveries of packages. Jack will resend to the community the information on the Mail Boss/Mail Manager locking mailbox. Dixie brought forth that the HOA board may be able to explore providing patrol reports.

III. CCR Amendment 4.21 & 4.22, dated 2003 reviewed that covers Use & Occupancy of Residence & Leasing of Lots. Home or Lot to be occupied for residential purposes, 2 per bedroom + 1 residing for more than 60 days out of any 12 consecutive month period. And no owner is permitted to lease his Lot/home, or any portion thereof, for any period less than 365 days.

Mike briefly reviewed the 2012 Ca. law that covers rentals & HOA CCR changes after this date. Jack suggested that the board explore number & types of complaints regarding this specific CCR that have been received by the board or management company. Tim Hadlock presented a proposal to the HOA board that he would obtain RIP proposals for a new management company on behalf of the HOA board & HOA membership. He also presented a format for a policy on Enforcement Procedure & Fine Schedule for CCR violations.

Action:Jack 1st, & Mike seconded that Tim on behalf of the HOA board undertake to obtain RIP proposals from other HOA management companies & compare to the services/costs of those being provided presently by Associa. All 3 board directors present voted in favor of Tim moving forward with obtaining said proposals & development of Enforcement Procedure & Fine Schedule for CCR violations. Dixie asked that he simplify the format of the Enforcement Procedure & Fine Schedule & bring back to the HOA board for finalization at the next general board meeting. Tim agreed to do so.

IV. Treasurer's Report.

Jack told the homeowners that he planned to send out "Amnesty Letters" to delinquent assessment dues homeowners, giving a one-time grace period of no late fees, if paid by 1/15/16.

V. Architectural Chair's Report

Chantal Frederick, Architectural Committee volunteer presented a proposal for some of the ideas that she would like to develop on a project looking at "beautification of the US community & maintaining compliance with a friendly, positive approach".

Action: Jack 1st, & Dixie seconded that Chantal proceed with the project on behalf of the Association. All 3 HOA board directors present voted in favor.

Adjournment: The meeting was adjourned at 8:05 PM.

Next Meeting: TBD.

Dixie-Lee S. Specht-Schulz, University Square board Secretary

12/10/15