

# **Upland Green HOA Meeting Minutes**

## **January 27, 2016**

**Call to Order: 7:05 p.m.**

**Attending Board Members:** Tom Rocamora, Jennifer Santiago, Michelle Rocamora, Oscar Tiburcio, Lola Tiburcio, Ashlee Keech

**Absent Board Members:** None

### **HEAR FROM THE HOMEOWNERS**

- A homeowner asked how the email addresses on the website worked with respect to whether or not they were forwarded and who read them. Each @uplandgreen.org address is forwarded to the specific person who holds the particular position. So, if, for example, an email is sent to [secretary@uplandgreen.org](mailto:secretary@uplandgreen.org), the message is forwarded to Michelle Rocamora.
- A homeowner asked the status for getting parcel boxes on 138<sup>th</sup>. Jennifer reported that progress has been made with the USPS, but there is not a date set yet.
- Three homeowners had questions regarding their 2016 dues – one paid twice, one hadn't received a bill and one believed that he was paid up through the year. Oscar will work with each homeowner.
- A homeowner asked if there was any update on the house on 138<sup>th</sup>. Michelle reported that the board had received another notice that action would be delayed until February. The board has received such notices for a very long time, so there was no reason to believe anything would actually happen in February.

### **PRESIDENT'S REPORT (Tom Rocamora)**

- The board unanimously voted in Jen and Kevin Whelan as Co-Directors for the Architectural Control position.
- Tom provided an update on tree maintenance. Four trees were removed earlier in the month – three from the green and one on 138<sup>th</sup>. Another set of trees were evaluated but deemed not to need attention. Trees will continue to be evaluated as reported or identified by the board.
  - A homeowner asked whether the association also evaluated trees on homeowner property. The association is not responsible for nor takes action for any trees that are on private property.

### **TREASURER'S REPORT (Oscar Tiburcio)**

- Oscar provided a summary of the finances.
- We were \$1,368.00 under budget for 2015.
- All invoices have been sent out.
- Three homeowners have paid for use of the Overflow Parking area.

## **SECRETARY'S REPORT (Michelle Rocamora)**

- None

## **LANDSCAPING REPORT (Jennifer Santiago)**

- Jennifer received two bids for landscaping (*Pinski Construction & Landscape* and *Coast Landscape*). Lola received one bid (*PROGRASS*). Michelle will send out all three bids along with the current contract with NLS for full board review.
- NLS is recommending moss and crane fly control treatment for the green be completed in February or March. The cost is \$546.00. The board agreed not to proceed with the treatment at this time.

## **ARCHITECTURAL CONTROL REPORT (OPEN)**

- None

## **COMMUNITY RELATIONS REPORT (Ashlee Keech)**

- Ashlee will assume responsibility for our Facebook page
- A postcard will go out in March

## **OVERFLOW PARKING REPORT (Lola Tiburcio)**

- All 24 spaces are now marked!
- The tenant who owns the yellow truck on 136<sup>th</sup> (which has been the subject of complaint by a number of neighbors) will be paying for a spot in overflow parking.
- Lola will be sending a letter (standard and certified) to the five homeowners who have vehicles in Overflow but have not signed the agreement nor paid the yearly fee. The letter will be a reminder notice and include the new agreement as well as a 30-day deadline to complete the agreement and pay the \$180.00 or to vacate the lot.
  - The board agreed that following the 30 days, the lock will be replaced.

## **NEW BUSINESS**

- Oscar asked the board whether anyone knew what was being stored within the storage unit we are renting. Tom and Jennifer mentioned historical documents and, frankly, “stuff” accumulated over the history of the association. Given that we only need to retain seven years of financial information for audit purposes, it is conceivable that much of what is stored is no longer needed and we may be able to get down to a manageable amount of hard copy documentation to store at a home rather than a storage unit. Oscar will take inventory of the contents and report back to the entire board to determine next steps.
- Lola mentioned that John Muir Elementary would be holding a donation drive this spring. All donated goods would be taken to Value Village, which then provides a check to the school. Lola asked if a letter could be sent to all the homeowners to solicit donations. The board agreed that the donations request could be added to the spring postcard.

**Adjourn:** 7:56 p.m.

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**BUSINESS CONDUCTED BETWEEN 12/3/15 and 1/26/16**

- Board approved reaching out to attorney regarding whether our CC&Rs allow for tenant use of the Overflow Parking, 12/5/15
- Board approved having an arborist come out to evaluate trees on the green for which a homeowner raised concerns, 12/14/15
- Board approved the removal of three trees on the green, 12/18/15
- Board approved amended *Upland Green Homeowners Association Overflow Parking Regulations & Agreement* document to incorporate lot usage by tenants, 12/18/15
- Oscar prepared and mailed 2016 homeowner dues invoices, 1/5/16
- Arborwell removed four trees, 1/12/16
- Board approved expenditure of \$425.00 for materials and labor to mark 24 parking spots, 1/15/16

## Non-Board Member Attendees

Josh Ross	425-440-1986	13773	1324th ave NE
Sam Adrian	425-760-7263	13711	134th Ave NE
Karen Fitzmaurice	425-821-1587	13315	NE 138th Ave
VICTY SETHNA	510-697-7983	13331	NE 136th PL
Charles + Cheba Casey	253-365-0502/425-260-6931	13314	NE 136th PL