

DIABLO SOUTH HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Westcallaway/Stotka office  
200 Gregory Lane Bldg A  
PLEASANT HILL, CALIF  
January 31, 2013

PRESENT: Victoria D President (2014)  
Brian S\* Vice President (2013)  
Nicole S\* Secretary (2014)  
Sheila G Treasurer (2013)  
Erik L Member at Large (2013)

\*Denotes Absent, MSC: denotes a motion seconded and carried. Two homeowners were present and Deno Makris, CCAM of Common Development Management, Inc.

**CALL TO ORDER:** Management called the meeting to order at 7.10pm.

**MINUTES:** MSC to approve the Board of Directors meeting minutes of November 29, 2013 as provided

**FINANCIAL REPORT:** MSC to accept financial reports for the period ending through December 31, 2012 was approved for the month of November 30, 2012: Total Income, \$28,900, Optg Expenses, \$13,000.00, Optg Balance, \$138,200, Reserve Transfer, \$12,500.00 Reserve Balance, \$331,200. For the month of December 31, 2012: Total Income, \$29,000.00, Optg Expenses, \$14,000.00, Optg Balance, \$142,800.00, Reserve Transfer, \$12,500.00 Reserve Balance, \$326,300

**Action/Pending items**

- 11-10-1 **TERMITE REPORT/REPAIRS#49:** Management was directed that #49 will be attended to when siding to that building is approved at a later date. Termite report repairs proposal from S/T const at a cost of \$18,712.00 and Cal Bay Builders at a cost of \$19,540.00, Sykes Const, \$16,734.54. ( ITEM CLOSED)
- 01-12-2 **PHASE 11 BUILDING 9 SIDING REPAIRS:** MSC to approve Schryer/Thompson Const bid at a cost of \$132,922.00 to repair building 9. MSC to approve change orders as submitted, change orders #41to #49. (ITEM OPEN)
- 01-12-2 **CONCRETE PROPOSAL:** MSC to approve Schryer/Thompson at a cost of \$9,630.00 and to be scheduled when phase 11 siding has been completed. (ITEM TABLED)
- 11-12-1 **#50 SLAB LEAK REPAIR/PG&E REIMBURSEMENT:** Management was instructed to send unit owner a letter asking for last three months of actual PG& E bills to be reviewed to allow the board to decide reimbursing for overage as a result of slab leak repairs needed to be attended to causing potential cost increase gas bill. (ITEM OPEN)
- 11-12-5 **GUTTER GUARDS/GUTTER CLEANING:** Management provided the board with All Pro Maintenance bid at a cost of \$5,700.00 to install gutter guards. Bid was not approved and MSC to approve cleaning gutters December 2013 at a cost of \$1,000.00. (ITEM CLOSED)
- 11-12-6 **INTERIOR REPAIRS #45:** Management provided the board with S/T cost of \$1,150.00 to repair interior to #45. Item tabled to allow Board member Erik L, to speak with Schryer Thompson Const and will provide follow up to the board. (ITEM TABLED)
- 01-13-1 **TREE PRUING:** Management provided the following tree pruning proposals: The Landscape Company, \$2,510.00, National Tree and Garden, \$3,300.00. Management following up with additional bids, Treeco and Calif Tree Services. (ITEM OPEN)
- 01-13-2 **ARCHITECTURAL APPLICATION #47:** MSC to approve #47 application to replace their garage door using Contra Costa Doors and their specifications. (ITEM CLOSED)
- 01-13-03 **WATER TESTING #56:** Management provided water test report done by Schryer Thompson Const at a cost of \$600.00 and the responsibility is the owners to pay for the water test as the cause of leak was coming from their bathroom fan. Actual cost was done for \$439.00 (ITEM OPEN)
- 01-13-04 **DOWNSPOUT MAINTENANCE REPAIRS:** Management provided the board with All Pro Maintenance downspout repairs at a cost of \$875.00. **Item to be table to allow Board member Erik L to speak with Schryer- Thompson Const to see while their performing siding repairs to address areas of downspout repairs. (ITEM TABLED)**

**ADJOURNMENT:** With no further business to conduct, the BOD meeting was adjourned at ~ 8:05pm to go into open forum. Two homeowners were present. Open forum adjourned at 8:20pm. Diablo South Board of Directors will continue discussions by email to move forward with projects approvals and resolution of various issues by unanimous vote or majority vote.

**Submitted by**

Diablo South Homeowners Association

**NEXT MEETING SCHEDULE:** The next meeting will be March 28, 2013 at Westcallaway/Stotka office 200 Gregory Lane #A. Pleasant Hill. 7:00pm. As a reminder, Deeded Homeowners only and please, no pets as this is private property. Your cooperation is appreciated.

For further information regarding our community, please visit our website at [www.diablosouthhoa.org](http://www.diablosouthhoa.org).