

DIABLO SOUTH HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
Pacific Diversified office  
200 Gregory Lane Bldg A  
PLEASANT HILL, CALIF  
May 25, 2017

PRESENT:	Victoria D	President (2018)
	Brian S	Vice President (2017)
	Stacy Carpenter	Secretary (2018)
	Sheila G	Treasurer (2017)
	Erik L	Member at Large (2017)

\***Denotes Absent**, MSC: denotes a motion seconded and carried. No owners were present and Deno Makris, CCAM of Common Development Management, Inc was present and open forum was conducted prior to calling meeting to order.

**CALL TO ORDER:** Management called the meeting to order at 7:00pm. No owners attended.

**MINUTES:** MSC to approve the Board of Directors meeting minutes of November 29, 2016 Minutes as provided.

**FINANCIAL REPORT:** MSC to accept financial reports for the period ending through April 30, 2017 was approved. For the month of March 31, 2017: Opt Cash, \$140,600, Total Income, \$28,800, Optg Expense, \$8,100.00, Reserve Transfer, \$12,800.00 Reserve Balance, \$401,000.00. For the month of April 30: Optg Cash, \$138,000.00, Total Income, \$29,600.00, Optg Expense, \$12,400.00, Reserve Transfer, \$12,800.00 Reserve Balance, \$413,000.00. **DELINQUENCY:** MSC to approve initiating lien recording and any further collection to #17-03050-APN-114-680-032.

**Action/Pending items**

**09-16-7 PHASE V SIDING BID:** MSC to approve Sykes Const phase V siding bid at a cost of \$256,242.00 & board to meet on site to discuss addl repairs including fences. Project to begin any time after July 15, 2017 to be advised by Sykes Const. (ITEM OPEN)

**11-16-3 TREETRIMMING:** MSC approving Calif Tree Service at a cost of \$3,050.00 which has been completed. (ITEM CLOSED)

**05-17-1 IRRIGATION VALVE:** MSC to approve TLC to repair irrigation valve at a cost of \$850.00 by #31, and \$425.00 by #42 which have been completed. (ITEM CLOSED)

**05-17-2 YEAR END REVIEW:** MSC to approve Annual Year end Review prepared by Levy/Erlanger, CPA at a cost of \$1,225.00. (ITEM CLOSED)

**05-17-3 CONCRETE STEPS BY #5-GARBAGE ENCLOURE REPAIRS.** MSC to approve S/T to replace concrete steps at a cost of \$1,750.00 & to repair both garbage enclosures which have been completed. (ITEM CLOSED)

**05-17-4 PEST REPORT #44:** MSC to approve GBA to treat for drywood termites at a cost of \$695.00 which have been completed. (ITEM CLOSED)

**05-17-5 MAILBOXES TO BE REPLACED:** MSC to approve Roberts Enterprises bid at a cost of \$10,670.00 & if any change order needs to be approved to install new mailboxes. Board Member Lind to coordinate and meet with Willie Roberts. (ITEM OPEN)

**05-17-6 METER REPAIR BY #43:** MSC to approve S.Y. electric's bid not to exceed \$8,500.00 to replace buss-meter that is affecting unit #43 electrical usage. This is scheduled for May 31<sup>st</sup> and required working with PG/E and pulling a permit. (ITEM TO BE CLOSED)

**05-17-7 IRRIGATION REPAIRS & LAWN AERATION:** MSC to approve irrigation repairs at a cost of \$280.00 located off Clayton Road Entrance and repairs have been completed, & lawn aeration at a cost of \$275.00. (ITEM CLOSED)

**05-17-8 CONCRETE STEPS BY #66:** MSC to approve S/T to replace concrete steps by #66 at a cost of \$750.00 and to purchase extras steps to be stored not to exceed \$500.00. Repairs completed and steps purchased. (ITEM CLOSED)

**05-17-9 BUILDING SIGNS BY # NUMBERS:** MSC to approve Fast Signs at a cost of \$976.15 to provide by # numbers and to be in compliance with Fire district, listing of unit #'s for each bldg. this has been attended to. (ITEM CLOSED)

**05-17-10 GUTTER-DOWNSPOUT REPAIR #6:** MSC to approve All Pro Maintenance to repair gutter-downspout at a cost of \$1,000.00 and repairs been completed. (ITEM CLOSED)

**ADJOURNMENT:** With no further business to conduct, the BOD meeting was adjourned at ~8:20pm & open forum was held prior as stated. 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 July 27, 2017 at Pacific Diversified, 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).**