

ROUND HILL ESTATES NORTH PROPERTY OWNERS' ASSOCIATION
ALAMO, CALIFORNIA

BOARD OF DIRECTORS' MEETING

September 10, 2003

MINUTES

A meeting of the Board of Directors (BOD) of the Round Hill Estates North Property Owners' Association was held on Wednesday, September 10, 2003, at the Round Hill Country Club.

ITEM I. - CALL TO ORDER

The meeting was called to order at 7:10 p.m.

ITEM II. - ROLL CALL

Valerie Schooley	October 2004
Dale Welch	October 2004
Steve Lange	October 2004
Peter Wollman	October 2003
Paul Barker	October 2004
Jake Bercu	October 2003
George Yaron	October 2004

*Indicates Absence

Libby Hendrickson of Community Care Property Management, Inc. was also present.

ITEM III. – ARCHITECTURAL AND LANDSCAPING

LOT 115 – 116, 416 & 420 Oakshire Place

Mr. & Ms. Klotz, the owners of lot 116 were present to discuss the trees that he had planted without the approval of the Architectural Committee. Mr. Soltani, the owner of lot 115 was accompanied by his legal counsel, Harvey Stein.. Each owner was allowed 10 minutes to present their position to the Board. After hearing the position of each owner the Board agreed to make a decision regarding this matter during executive session.

Lot 5 – 2517 Biltmore Drive

The owner of this lot was present to discuss various issues relative to his lot. The Board informed the owner that landscaping should be used to mitigate the appearance of the drainage work previously done on this lot. The owner informed the Board of his plans to repair the retaining wall on his lot and agreed to assume responsibility for the wall if his plan fails. In addition, the Board informed the owner to make sure that construction vehicles do not block the street and that construction debris is cleaned up on a daily basis.

LOT 59 – 21 Tanbark Lane

The owner of this lot was not present to discuss request for an extension of his landscape plans. The Board agreed to allow a 1-year extension of his previously approved plans that include the location of a pool. However, the owner must still submit a plan for the pool installation.

LOT 12 – 25 Inverrary Lane

The owner of this lot was present to discuss his submittal of trees that have been planted due to a fire that required trees to be removed. The owner submitted a drawing of what had been removed and planted and the Board agreed to approve the plantings as indicated in the submitted drawing, as there were exceptional circumstances that required special attention in the aftermath of the fire.

LOT 154 – 76 St. Andrews

The homeowners' association was copied on a letter from R. Jean Taylor at 421 Rolling Lane to the Community Development Department regarding whether Hal Reiland or a Corporation with Mr. Reiland as a Director owns lot 154. The letter mentions that this corporation was suspended and became inactive prior to 2/1/00. The Board requested clarification be given at the next Board meeting regarding who owns this lot.

LOT 129 – 456 Oakshire Place

The owner of this lot was not present to discuss the installation of several large palm trees in their side yard, however, the owner did contact management indicating that these trees had been in place for several years and were previously approved. The Board directed management to confirm prior approval for the installation of the palms and determine that the palms that were replanted are the same species as what was previously approved.

ITEM IV. - HOMEOWNERS' CONCERNS

None at this time.

ITEM V. - APPROVAL OF MINUTES

It was MSC by Schooley/Yaron to approve the Board meeting minutes of August 5, 2003.

ITEM VI. - UNFINISHED BUSINESS

The Board reviewed the correspondence to Chec Consultants concerning the failed asphalt on Ocean Pines and agreed to wait for a response regarding what action will be taken.

The Board discussed the status of the bids for asphalt repairs and the Board agreed to hold off on getting bids this year and to combine the asphalt repair work for this year with next year.

The Board discussed the revisions to the Architectural Guidelines and agreed to set up another meeting to review them prior to the Annual Meeting in October.

The Board discussed a date for the upcoming Annual Meeting and directed management to notify them of the requirements for when the meeting is to be held and notification to the membership.

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The board discussed the drainage issue and directed management to send a letter to the 6 involved lots asking them to appear at the September 30th meeting to provide status of the drainage work.

The Board discussed the CCC Sanitary District and directed management to invite a representative from the Sanitary District to meet with the Board 1 hour prior to the September 30th Board meeting at 6 pm.

The Board discussed lot 154 and agreed that no further action is necessary.

ITEM VII. - REPORTS

FINANCIAL:

1. The Board reviewed the financial statements for the month ended 07/30/03.
2. The Board reviewed the projected monthly cash flow reports.
3. The Board reviewed the delinquency/aging report.
4. The Board discussed account #4915-076 and directed management to follow the Association's collection policy.
5. The Board reviewed the disbursement journal, and Board members signed Association checks.
6. Jake Bercu reviewed the revisions of the draft of the yearly financial audit and recommended that the revisions be approved, however, the revisions should be reviewed by the Board prior to being sent out to the membership. .

ITEM VIII. - NEW BUSINESS

The Board discussed the landscape maintenance bids and it was MSC (Yaron/Barker) to approve Del Conte's Landscaping's contingent upon allowing the contract to be probationary for 3 months with the option to renew for additional 9 months.

Steve Lange reviewed the progress of the PVI Committee and presented the landscape architects plan. The Board agreed that further information is needed from the landscape architect before a decision can be made.

Wollman notified the Board that he would like to paint his home similar to the existing colors and the Board directed him to submit a color board for approval.

The Board directed management to bring the meeting sign to the September 30th meeting.

The Board directed management to send a letter to lot 28 inviting them to the next meeting to provide status regarding weeds on their lot, submission of their landscape plans, sloughing on their lot, mailbox installation, and the color of their house.

The Board directed management to send a letter to lot 152 regarding cleaning up their lot.

ITEM IX. – EXECUTIVE SESSION

The Board met in executive session to discuss the lot 116 tree matter and agreed to notify the owners of 116 to submit a detailed, professionally prepared landscaping plan in 60 days along with the \$500 application fee or the Board will order removal of the trees.

The Board met in executive session to discuss the current retaining wall issue and agreed to have Sandra Bonato send the letter she had drafted to the Barker's.

The Board discussed the contract increase from Paul Niemuth and Associates and it was MSC (Yaron/Wollman) to approve a \$5 per hour rate increase. The Board also directed management to notify Niemuth to submit billing on a monthly basis.

ITEM X. - NEXT MEETING DATE AND ADJOURNMENT

The next meeting of the Board of Directors will be at 7:00 p.m. on Tuesday, September 30, 2003 at the Round Hill Country Club. The meeting was adjourned at 10:50 p.m.