

## SUMMARY OF FIDUCIARY ACTIVITIES BY OFFICERS AND BOARD OF DIRECTORS FOR 2015~2016 TERM

1. **ARCHITECTURAL CONTROL ENFORCEMENT** – Thank you to those Homeowners who have (1) been timely in requesting review by the ACC, and (2) responded to improving the “curb appeal” of their property, and/or “pedestrian safety” by trimming back overhanging landscaping.
2. **ANNUAL ASSESSMENTS** WERE NOT increased for the Nov 2015 to Oct 2016 year, but due to unexpected Common Area Pool maintenance and repair Operating expenses, we now are projecting a \$3 per Quarter increase to \$84 per Quarter for the coming 2016/2017. Another small increase may be needed for the following year, 2017/2018. Any Annual Assessment increases will continue to build up liquidity for both the Operating Account and the Reserve Account.
3. **AQUATIC AQUARIUM** – Our Custodian, Julie Manning, has created an Aquatic Aquarium for the children and her personal pleasure. The “Farm” has tiny fish and aquatic plants in tubs of water.
4. **BYLAWS RETYPED** to correct skewed pages & make minor text changes to improve readability and delete obsolete terms.
5. **CAI LEADERSHIP TRAINING** – The Orange County Regional Chapter of COMMUNITY ASSOCIATION INSTITUTE (CAI) provided training for three of our Directors: H. Nguyen, R. Figard, & P Chatman. This training (1) is offered periodically, (2) is “free” (well, underwritten by “sponsors”.), and (3) helps us meet our responsibilities better.
6. **CALIFORNIA LAW** – Complied with California statues for Corporations and Homeowner Associations
7. **COMPLIED WITH THE SRHA BY LAWS** to notify the Association Membership of the Board’s actions, which was done thru either the distribution of BoD Meeting Minutes, or inserts with the Quarterly assessment statements, or special mailings.
8. **CPA ANNUAL REVIEW OF BOOKS** done in December 2015, and a copy of the important pages was sent to each HO with the April Dues Statement.
9. **DECK SAFETY HAZARDS** continue to be monitored and repaired.
10. **DELINQUENT ACCOUNT COLLECTION** is an area we continue to work on to try to minimize losses. We have had a little better success in 2015/2016, so far.
11. **“DUCK SHIELD”** over the pools can be effective, but it is very labor intensive to repair. NOTE: Ducks snuck in while we

## SUMMARY OF FIDUCIARY ACTIVITIES BY OFFICERS AND BOARD OF DIRECTORS FOR 2015~2016 TERM

were repairing the Shield and did their “dirty work”. This complicated opening the pool for public use, since the two Pool’s water chemistry was out of balance.

12. **EXPERIMENTAL – CRACK PATCHING** technique is holding up reasonably well.
13. **EXPERIMENTAL – PAINTING CONCRETE DECKING** instead of grinding off cementaceous coating and re-coating. We’re not doing so well, since we can’t seem to get the base concrete surface properly prepared.
14. **INFLATION** is becoming more noticeable for ordinary operating expenses, and for the new replacement equipment.
15. **INSURANCE POLICIES** for Fidelity Insurance, General Liability, Property, and Worker’s Compensation were reviewed and funded. Earthquake insurance was not considered cost effective, and Flood insurance was not available.
16. **LANDSCAPE** – The Indian Hawthorn (*Rhaphiolepis indica*) shrubs, planted at the north end of the pool to replace the large trees lifting the concrete, are growing splendidly.
17. **LANDSCAPE** – The dwarf Magnolia trees, planted to replace the diseased Bradford Pear trees, are slowing growing and producing large white flowers.. **CAUTION:** PLEASE BE CAREFUL OF THESE NEW TREES AS THEY SLOWLY TAKE ROOT AND BEGIN TO GROW.
18. **LETTERS** were sent out notifying selected HOs about Governing Document violations.
19. **MAINTAINED THE COMMON AREA POOLS** to the Orange County Health Department requirements.
20. **MEMBERSHIP IN CAI (Community Association Institute)** authorized and funded
21. **OLEANDER BUSHES** on Brookhurst St – coordinated with City of Westminster to trim bushes.
22. **PAINTING – BLACK POOL FENCE** areas of corrosion cleaned and repainted. (Remainder of fence painting part of on-going maintenance.)
23. **PAINTING – CONCRETE DECKING** to improve both safety and appearance.
24. **POOL SERVICE CHANGE** – Since the Main Pool was drained and acid washed last April 2015, there has been a steady degradation of pool water quality and the pool shells. When the Board became fully aware of the pool’s conditions, a Pool

## SUMMARY OF FIDUCIARY ACTIVITIES BY OFFICERS AND BOARD OF DIRECTORS FOR 2015~2016 TERM

Service Provider change was made, and we now are in a slow and steady program for assuring proper Water Chemistry. We have also contracted with our Custodian to make the daily Water Chemistry tests/measurements required by the OC Health Dept, and California State Law.

25. **POOL SKIMMER** parts periodically are damaged and have to be replaced.
26. **POTTED PLANTS** have been set out to decorate the Restroom building and deck areas.
27. **RESERVE STUDY FUNDS** (and Operating Funds) were expended to do the Equipment Building and Court retrofits. Sufficient funds are on hand to meet predicted repairs & replacements.
28. **ROOF DETERIORATION** is continuing to be an issue for some Homeowners.
29. **WATER RESTRICTIONS** – Orange County is mandated to make a 20-percent reduction in consumption. The Board was notified, and is following the mandate for the Common Area.