

# Boca Rio Homeowners Association Board Meeting

Board Minutes Thursday,

August 16, 2018

6:00 p.m.

Onsite at Boca Rio, 1630-C Seacoast Drive

**Time Certain 6:00 p.m. Open Meeting**

## **Board Member Present:**

Jim Barrett  
Pat Bruce  
Bob Hansen  
Floriana lo Sapio

## **Homeowners Present:**

Mike Matcha  
Paul Lara  
Sandy Lara  
Deborah Otto  
Brad Smith  
Mike Clegg  
Anita Hansen

## **General Meeting**

**Open Forum:** Opportunity for guests/homeowner to speak on any item. There is a three-minute limit.

(**Note:** the Board usually will not respond to any issues, only ask for clarification and will considered putting any issues on the next agenda.)

- Brad Smith (1630D). Indicated to the Board that he plans on enlarging some of the windows on the back of his unit and wanted to understand the process.
- Mike Matcha (1590D) wanted to know where all of the old records are stored, status of bank statement signatures, is Pat paid and how much and who is the VP, Treasurer and Secretary?
- Paul Lara (1600D) wanted to know about the status of the South fence.
  - Inquired about deck maintenance
  - Gate replacement (1590/1600). Post is loose
  - No smoking policy for Boca. Currently it is covered under a nuisance in the CC&Rs
  - Fire safety concern on unit fireplaces. Would like Boca to perform the initial inspection
  - Move unused trash container in the alleyway with the power meters
  - Dogs that are on leases pee everywhere on the property.

Responses to open forum comments.

- Board informed Brad that he first needs to get Board approval before getting the city approval
- Old records are stored on the premises. New records are stored in “cloud”. Bank statement signatures are in work. Pat is paid \$150/month. Jim is president, Bob is secretary, Pat treasurer. No Vice-President.
- Mike and Bob inspected and identified 4 decks that need attention quite soon. Paul and Bob will inspect all gates and report to the Board. All other issues will be taken under review.

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## 1. Approval of Minutes

### a. General Meeting Minutes

- July 19<sup>th</sup>, 2018

Bob motioned, Floriana seconded. Vote: 4/0/0

## 2. Financials and Reports –

- July-2018 Bob motioned, Floriana seconded. Vote:3/1/0
- Payables. Normal monthly bills were paid.
- Bank statements and financials posted on website

There was considerable discussion on this issue. The vote was taken to provide the following on our Web Site:

The balance sheet and Income Statement will be posted on the BOCA Web site.

All financial reports will always be available at our HOA meeting for review.

All financial reports will be made available upon request. There will be a charge.

Remove the financial reports other than the Balance Sheet and Income Statement from previous months on the Web Site.

Bob motioned, Floriana seconded. Vote: 4/0/0

## 3. Utility Bills

- **Common Gas, Electric and Water Bills**

The previous months building (1620) is still showing excessive water use. Board to contact owner

- **Discuss what should be on bill pay**-Update from Pat or Michelle on fees for bill pay. Forwarded to next meeting.

## 4. Repair Request-

- **1670C:** Discussion and possible findings on kitchen drain stopper found-owner responsibility or HOA. Board had previously agreed to split the cost 50/50 with the owner. A check needs to be made out to the owner.
- **1670C:** reported that the ceiling fell in and looks like the “D” unit may have flooded. Under investigation.
- **1590C:** plumbing leak repair  
There was considerable discussion and a plan was formed. Then inputs from homeowner who were more familiar with the issue determined that should be the HOA responsibility to cover the repair of the pipes. Some board members thought the cost of repair was excessive. Board will get another quote or negotiate with the current bidder. Bob motioned. Floriana seconded. Vote: 4/0/0

## 5. Gates and Locks

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- Bob to discuss the operation of the metal gates and locks at the entry of the units  
Paul and Bob will review all gates/locks and report back to the Board.

## 6. Exterior Common Lights that Require New Bulbs or Repair-Bob

Bob reported that Raquel will be replacing the lights around BOCA. Anita Hansen make the rounds at least once a month. The lights that are out will be identified to Raquel and when Raquel is here to place the trash cans out will replace the lights.

## 7. Decks and Paint

- **Bob will discuss what was discovered with Mike Matcha and his walk around**

The following decks were observed to be in need of repair in the immediate future

1590D West facing. Soft area around the interface (deck and wall)

1610A In need of major repair. Cracks and separation

1610D Landing. Needs repair. Deteriorating

1650A In need of major repair. Looks like an original deck. Cracks, separation and repair.

## 8. Volunteers for various jobs

- **Paul & Mike would like to volunteer**

Jim talked about volunteers. While the board really appreciates the help, volunteers should only report their findings and not report what repairs needs immediate attention. Volunteers can always make recommendations.

The Board will decide the repair. In addition, the individual homeowner should report the issue in Buildium. This gets the repair process initiated. No action is taken until it is reported in Buildium.

## 9. Capital Improvements

There was considerable discussion on the south fence. The Coastal Commission requirements are excessive if we do anything other than replace the current fence with the same construction. Previous Board approved the fence with bricks as part of the wall. We have gotten bids and need to make a decision. And the continual question is, What is the best material to use? Jim to contact the Coastal Commission.

## 10. Adjourn meeting

Meeting was adjourned at 7:08. Bob motioned. Jim seconded. Vote: 3/0/0

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***“Help your HOA save \$\$ & time by registering at <http://www.bocariohoa.org/> for online access to HOA news, documents, financial statements, minutes, forms, insurance certificate, etc. At the bottom of the page is a link to ‘Buildium’, our management program where you can find your account information; electronic communication; & request for repairs.”***