

MEETING OF THE UNIVERSITY TERRACE

HOA Called to Order — 6:30 pm

Present: Alix Schwartz - President, Bea Motta - Treasurer, Andrew Leong-Secretary, Eric Gillet (Director at Large), Martin Perna (Director at Large); **Absent:** Lewis Ames (VP)

Homeowners' Open Forum:

Question about how to submit work order for trimming/removal of volunteer plant near Presentation Park. Submit work order with photos to CIMS via portal; check-in with landscaping committee and ARB re: removal plan.

Motion: Approve the April minutes. **MSC**

Financial

Treasurer reports -\$164,000 in operating funds, \$721,000 in reserves.

Motion: authorize transfer of all current reserves in CIT into our Pacific Western general reserves account; close the CIT account - **MSC**

Discussion: since the Pacific Western account distributes reserve funds into accounts with multiple banks, all funds will remain insured by FDIC.

Building 9 Intercom

Report by Aane Aaboe. Installation in progress. Need to install an internet connection to get the intercom to function. Internet installation to occur on or around June 21.

Action Items: Lisa will confirm R&S Garage installation visit on Tuesday; Anne Aaboe will send an e-mail notice to Building 9 residents to coordinate the entry of intercom codes.

Emergency Committee Update

Alix reads report from Milton Azevedo. Water supply and flashlights added to cache. Committee drafting response plan to send to the Board by next meeting.

Insurance/Special Projects-Electrical to Irrigation

Alix and Bea report.

Tot Lot area irrigation electricity for sprinkler timers is on a board with electricity that has been billed to the Convent (BSC). This connection has been cut; Gardener's Guild has been turning on manually once a week during maintenance visits.

Waiting on two bids to either a) rewire the electrical connection to Tot Lot area irrigation (likely expensive) or b) fix the existing connection in Convent and evaluate agreement to pay Convent for electricity without paying for rewriting (less expensive but requires coordination with UC Real Estate and Convent). Conversations ongoing with UC Real Estate to navigate this question.

Non-Privileged & Confidential Legal Liaison

Anne Aaboe submits report on behalf of the rental committee.

The Rental Committee requests that the Board approach our lawyers to

- 1. Create a clear policy for dissemination to UT homeowners that lays out rental restrictions, outlines procedures for compliance, and the process to address non-compliance.*
- 2. Create a clear policy for dissemination to UT homeowners that lays out requirements for principal residence and outlines process for compliance and non-compliance*
- 3. Create a fee schedule for non-compliance.*

Motion: Approve the committee's three-point request. In Favor - 4 (Alix, Bea, Andrew, Martin). Against - (Eric). Motion carries.

Action Item: The legal liaison committee will work to implement this request. As suggested by Eric, the legal liaison committee will also inquire about past history of rental enforcement with specific units and differences between renting a unit vs. renting a room.

Discussion: The Rental Committee also shared that Stanford rental restriction enforcement occurs not solely through the HOA, but through record-keeping by university faculty housing office/admin. The Committee strongly recommends that the Board communicate with UCB to discuss a similar arrangement. 1. Shauna Brown (UC Capital Strategies) advises that there is a faculty housing group in the office of the Vice Provost for Faculty that might be the contact point for such discussions.

Motion to disband the rental committee - MSC

Management oversight

Andrew reads a memo submitted by Sarah Reynolds.

Please submit feedback surveys by June 24. Management committee will draft an evaluation. Board members can supply feedback individually. E-mail approval unless dissension. Sarah will send report to Lisa, Marnie, and the Board with a request for responses before August meeting.

Continuing Items Building 9 Fire System update

Lisa notes that Statcomm has sent requests for permits for city approval, which is still pending.

Fire Extinguishers

Lisa has sent a request to CINTAS Fire for a proposal to inspect/replace fire extinguishers and will send proposals as soon as received.

Pest (Rat) Control

Lisa reviewed a bid submitted for rodent control. The Board directed Lisa to search for additional bids from Alleycat, Rat Patrol, and similar companies. Lisa will send bids to the Pest Control Review committee authorized below.

Motion: Approve a Pest Control Review committee of Martin Perna and Andrew Leong authorized to approve a bid with a set-up cost of up to \$2000, monthly maintenance cost of up to 750\$/mo. - MSC

Review of Maintenance/Task Calendar

Lisa reviewed the calendar. In the future, will aim to set and send agenda items 2 weeks prior to meetings.

Maintenance Matrix

Andrew reported that lines clarifying maintenance/repair responsibilities for fences and parking carports were added following review by legal counsel.

Motion: approve the final draft of the maintenance matrix - MSC

New Item Building 9 Rekey

Action Items: Alix expressed concerns about 1) how B9 residents will know how/when to send payment for extra keys and 2) how the Vantaca Portal system makes it difficult to adjust payment amounts.

Accordingly [**Lisa? Alix? Anne?**] will send an e-mail to B9 residents about looking out for notifications for payment for extra keys in their monthly assessment bill. And **Lisa** will send an instruction sheet about how to change automatic payment amounts for the new assessment amounts starting July 1.

Renew of Land Lease

Action Item: Alix and Andrew will contact the Faculty Housing Group at the Vice Provost for Faculty to ask for a meeting to request extension of the land lease beyond 2054 and to arrange a separate meeting to discuss larger concerns about UT and faculty housing.

New Landscape Plans

No update. Will have a meeting w/ Gardener's Guild soon to establish a longer-term plan. Update at next Board meeting.

Adjourn - General Meeting

Follow-up Executive Session

Adjourned 8:17pm