

COLUMBIA SQUARE MAINTENANCE ASSOCIATION  
 BOARD OF DIRECTORS MEETING  
 FEBRUARY 25, 2010  
AGENDA

**REFER TO  
PAGE NO.**

- I. **CALL TO ORDER – 6:00 p.m.**
- II. **MOTION TO ACCEPT AGENDA AS PUBLISHED**
- III. **OPEN FORUM - MEMBERS**
- IV. **GUEST SPEAKER – Sammy Ahmad, Patrol Masters, 6:00p.m.;**  
**Todd Booker, TreeCo Arborist, 6:20 p.m.**
- V. **MANAGEMENT REPORTS**
  - A. **ARCHITECTURAL & CC&R's**
    - 1. **Board Action: Approve draft of the revised rules.** h/c
    - 2. **Board Review:**
      - **Board correspondence regarding complaint from the homeowner (account 00103-5877) about noises from Air Conditioner installed by his neighbors, #00116-9319** 1-2
      - **Correspondence to the homeowner, account #00116-9319 requesting to submit architectural application for A/C installation** 3
      - **E-mail correspondence from account #00116-9319 notifying of the City's sound inspection results** 4-6
    - 3. **Board Action: Approve architectural application for installation air conditioning unit, account#00116-9319.** h/c
    - 4. **Correspondence to/from property manager of Columbia Court Apartment Homes about actions of Columbia Square resident.** 7-8
    - 5. **Thank you letter for compliance with architectural letter request, account #00103-6350.** 9
  - B. **ADMINISTRATIVE:**
    - 1. **Board Action: Approve the Minutes from the January 28, 2010 Board of Directors meeting.** 10-17
    - 2. **The Action Items & Responses from the January 28, 2009 Board of Directors meeting.** 18-20
    - 3. **Board Review: Insurance Claim #75M570235. Correspondence from State Farm Insurance, 01/25/2010** 21
  - C. **FINANCIAL:**
    - 1. **Board Action: Approve Financial Material for the period ending January 31, 2010, subject to audit review.** 22-62
    - 2. **Correspondence to Merrill Lynch notifying of Board's decision to purchase new CD.** 63
    - 3. **Action Item Completed: Check request for reimbursement for newspaper printing fees.** 64-65
    - 4. **Board Review: JSC Payment plan.** 66
  - D. **FACILITIES:**
    - 1. **Board Action: Ratify approved proposals provided by Bob Ellis Termite & Pest Control**
      - **account #00103-6968, \$525.00** 67-71
      - **account #00103-7320, \$525.00** 72-76

2. **Board Action:** Ratify approved proposal provided by JCS Construction for balcony drainage repairs, account #00103-6212, \$1,850.00 77-78
3. **Board Review:** Post Fungal Remediation Investigation Report provided by Allstate Environmental Solutions, Inc., account #00103-6182. 79-87
4. Action Items Completed:
  - Correspondence to Accurate termites and Pest Control asking to leave service ticket each time the service was performed at the property. Response included. 88-90
  - Work Order request for JCS Construction to repair broken carport pickets 91
5. **Board Action:** Approve proposal for replacement of the lighting fixtures on the stairwells
  - Labor only: Tri County & JCS Construction 92-94
  - Labor and Material: Tri County, Peak Lighting 95-98
6. **Board Discussion:** Inspection of Water Pressure Regulators 99
7. **Board Action:** Approve proposal from Vasin Sign Solution for installation of restrictive parking signs at the association's parking lots. 100-101
8. Phone Log for period November 12, 2009 – January 20, 2010. 102-116
9. Summary Work Order Report for the period November 12, 2009 – January 20, 2010.

**E. PARKING:**

1. **Board Action:** Approve Parking Patrol Service. Proposals provided by Patrol One and Patrol Masters. 117-146
2. **Board Review:** Correspondence from resident and management 147-148

**F. LANDSCAPE:**

1. **Board Action:** Ratify proposals from Ultimate Landscape
  - fertilize planters, \$480.00 149
  - aeration of turf areas, \$520.00 150-151
  - install additional drains, prop.#01317, \$621.00 152-153
2. **Board Action:** Approve proposals from Ultimate Landscape
  - tree stump removal and reseeded, prop.#02167, \$160.00 154-155
  - installation of additional plants, prop. #02157, \$66.00 156-157
3. **Board Action:** Approve proposal for planting and tree removal provided by TreeCo Arborist. 158
4. Action Item Completed: Correspondence to Ultimate Landscape requesting to revise proposal for annual color replacement 159
5. **Board Review:** Correspondence from homeowner, account #00103-7563, regarding common area landscape. Work order request to Ultimate Landscape. 160-161
6. IRWD Landscape Water management performance report, December 2009 & January 2010. 162-163

**VI. OLD BUSINESS**

**VII ADJOURN TO EXECUTIVE SESSION**

*An Executive Session Board of Directors meeting, if necessary, will be held following the adjournment of the Regular Board of Directors meeting to discuss potential litigation, member disciplinary action and/or contract negotiations.*