

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

January 13, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:10 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, John Amos, Jane Buchsbaum, Dave Baker, Pete Stanton, and Bob Lockwood.

Upon motion duly made and seconded, reading of the minutes of the previous meeting was dispensed with and the same were approved as having been read.

The Board of Directors received the Treasurer's report from Peter Stanton. After a discussion of the report during which Peter Stanton pointed out that the Kachina Hills lot payments were now complete, upon motion duly made and seconded, the Board accepted the Treasurer's report.

In the absence of Georgette Clegg, her husband Lynn presented the Recreation Center report. After a brief discussion concerning the keying of the locks at the club house and the water situation there, upon motion duly made and seconded, the report was accepted.

Rex Wilmore indicated that no formal report was necessary from the Grounds Committee. He did indicate, however, that Jim Hays had withdrawn his offer to oversee the snow removal service and, as a result, Rex asked for a volunteer to replace Jim. No one volunteered at this meeting.

Rex Wilmore reported to the Board on the following matters of Old Business:

Altamira Settlement - there is only one individual who has not yet paid, and that payment is anticipated within the next few days.

Drainage - no activity to report. After a discussion, upon motion duly made and seconded, the Board authorized and directed Rex Wilmore to contact Matt O'Reilly and employ his firm to provide for the maintenance of all existing common structures at a cost of approximately \$3,000 (for management of the work) and a total cost of \$12,000.

There being no New Business to be considered at this meeting, upon motion duly made and seconded, the meeting was adjourned at 8:43AM.

Attested:

Secretary

President

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

February 10, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:05 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, John Amos, Jane Buchsbaum, Dave Baker, Pete Stanton, Bob Lockwood, Georgette Clegg and Cheryl Sommers.

Upon motion duly made and seconded, reading of the minutes of the previous meeting was dispensed with and the same were approved as having been read.

The Board of Directors received the Treasurer's report from Peter Stanton. Peter Stanton noted that two individuals were delinquent in the payment of dues. He indicated he would notify them in writing that unless their dues were paid up to date, he would take the steps necessary to file liens against their property.

Georgette Clegg presented the Recreation Center report. On motion duly made and seconded, the Board approved the purchase and installation of a blind on one of the recreation center windows, overruling a decision by the recreation center committee. Georgette Clegg reviewed the procedure for reserving the recreation center. She suggested contacting her on the internet at clegg@roadrunner.com. She further advised that other contacts for the purpose of making reservations would be listed in the forthcoming newsletter.

Rex Wilmore pointed out that there is still no grounds chairman and no volunteers to direct the snow removal effort.

Rex Wilmore reported to the Board on the following matter of New Business:

As president of the Cumbre Vista Property Owners Association, Rex Wilmore had been directed by that Board to request reimbursement from EPCSA for monies expended to clean out a culvert because EPCSA is now handling all these charges. On motion duly made and seconded, the Board unanimously approved the reimbursement of the Cumbre Vista expenditure.

Rex Wilmore reported as a matter of Old Business that no action had yet been taken by the City with respect to drainage matters, and that the O'Reilly work is scheduled to be done in April, 1998.

Rex Wilmore suggested that the Board invite candidates for city council in the forthcoming election to address the EPCSA Board and submit to questions from the Board and any other interested individuals from the area who might wish to attend. The Board unanimously approved Rex Wilmore's suggestion and directed that notice be circulated to property owners.

There being no additional Old or New Business to be considered at this meeting, after a period during which the Board declared the meeting to be in executive session, upon motion duly made and seconded, the meeting was adjourned at 8:55 AM.

Attested:

Secretary

President

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

March 9, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:05 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, John Amos, Jane Buchsbaum, Pete Stanton, Bob Lockwood, Georgette Clegg and Cheryl Sommers.

Upon motion duly made and seconded, reading of the minutes of the previous meeting was dispensed with and the same were approved as having been read.

The Board of Directors received the Treasurer's report from Peter Stanton. Upon motion duly made and seconded, the Treasurer's report was accepted.

The Board of Directors received the ARB report from Bob Lockwood which, upon motion duly made and seconded, was accepted.

Georgette Clegg presented the Recreation Center report which, upon motion duly made and seconded, was accepted.

Rex Wilmore noted that in the absence of a grounds chairman there would be no formal Grounds report.

Rex Wilmore reported to the Board that the only matters of New Business would be properly addressed in Executive Session; whereupon, the Board, upon motion duly made and seconded, declared itself in Executive Session.

Following Executive Session, Rex Wilmore mentioned the forthcoming newsletter and the Board discussed items for inclusion. A particular item of note was the Neighborhood Watch Meeting to be held on April 14 in the Recreation Center at 7 P.M.

There being no additional Old or New Business to be considered at this meeting, upon motion duly made and seconded, the meeting was adjourned at 8:55 AM.

Attested:

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

April 14, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:07 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, Dave Baker, John Amos, Jane Buchsbaum, Pete Stanton, Bob Lockwood, Georgette Clegg and Cheryl Sommers.

Upon motion duly made and seconded, reading of the minutes of the previous meeting was dispensed with and the same were approved as having been read, with the customary typographical amendments.

The Board of Directors received the Treasurer's report from Peter Stanton. Peter Stanton noted that the \$3,000 due from the developers of the new residential area has not been paid. He is advised that the delay is due to the timing of release of funds from the lender and will be paid soon, there being no question as to the validity of the obligation. Peter Stanton further noted that should it become necessary he will go to the title company for the payment. Upon motion duly made and seconded, the Treasurer's report was accepted.

Georgette Clegg presented the Recreation Center report which, upon motion duly made and seconded, was accepted.

Grounds Report - Rex Wilmore noted that the lady employed to do the common area maintenance had quit before commencing work, so the association continues to need someone capable and willing to undertake this service. Georgette Clegg agreed to contact a previous employee and determine his possible interest.

Old Business - Rex Wilmore reported that he has received the report from O'Reilly and O'Meara. Concerns were expressed relative to the exposed sewer cleanouts. He further noted that no word has yet been received from the city regarding the drainage issues and who is responsible for cleaning up the areas on which the city has easements.

New Business - Georgette Clegg agreed to ~~update~~ ^{pass out an updated} the list of residents to ~~reflect the new additions and deletions.~~

The women's group

The Board tentively agreed to set the annual meeting date for August 18, 1998, at 5:00 P.M.

Bob Lockwood indicated that there was no Architectural Review Board activity to report.

There being no additional Old or New Business to be considered at this meeting, upon motion duly made and seconded, the meeting was adjourned at 8:40 AM.

Attested:

Secretary

President

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA PRIMERA COMMUNITY SERVICES ASSOCIATION

May 12, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Service Association was called to order at 8:05 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, Dave Baker, Georgette Clegg, Bob Lockwood, Pete Stanton and Lynn Clegg.

Upon motion duly made and seconded, reading of the minutes of the previous meeting was dispensed with and the same were approved as having been read, with the customary typographical amendments.

Treasurer's Report: Pete Stanton reported that the Title Company was working on the problem for payment of \$3,000.00 from the developer of the new residential area. There was a brief discussion of the future disposition of the excess funds held by EPCSA. Rex Wilmore advised this will be decided at the annual meeting. Upon motion duly made and seconded, the Treasurer's report was accepted.

Architectural Review Board: Lynn Clegg presented the ARB report, which upon motion duly made and seconded, was accepted.

Recreation Center Report: Georgette Clegg reported that the pool is being prepared for opening on Memorial Day. It was also noted that the security alarm is not working properly. Upon motion duly made and seconded, this report was accepted.

Grounds Report: Rex Wilmore reported that a new person has been employed to do the common area maintenance. Bob Lockwood advised that the long lost electrical wire has been located and will soon be utilized to illuminate the South entrance sign.

Old Business: Rex Wilmore reported that repair and clean-up work for the dams is estimated to cost less than \$3,000.00. Work on the culvert between La Viveza and Aspen Compound is estimated to cost \$3,000.00. There has been a complaint about short term rentals. Mary Walt will review the legal aspects of this problem as well as possible changes in the CCR's.

New Business: There was a general discussion of Board membership. Rex Wilmore, Pete Stanton and Bob Lockwood expressed desire to run for another term. Should Jane Buchsbaum decide not to run for an additional term, we will need a prospect to run for her position on the Board. Since the Board is authorized to have nine members, one other person could also run.

A discussion was held regarding excess funds. It was suggested by Rex Wilmore that before any type of credit is considered, we should carefully review those future improvements and repairs which could require substantial expenditures. This will be reviewed at the next Board meeting.

There being no further Old or New Business to be considered at this meeting, upon motion duly made and seconded, the meeting was adjourned at 9:00 AM.

Attested:

Secretary

President

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

June 9, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:05 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, Dave Baker, John Amos, Jane Buchsbaum, Pete Stanton, Bob Lockwood, Georgette Clegg and Cheryl Sommers.

Upon motion duly made and seconded, reading of the minutes of the previous meeting was dispensed with and the same were approved as having been read, with the customary typographical amendments.

The Board of Directors received the Treasurer's report from Peter Stanton. Peter Stanton noted the receipt of the \$3,000 due from the developers of the new residential area. It was further noted that all community services dues are current. Upon motion duly made and seconded, the Treasurer's report was accepted.

Georgette Clegg presented the Recreation Center report which noted several future monetary expenditures including the following:

1. Raising an employee's wage.
2. Staining the outside of the recreation center building.
3. Resurfacing the tennis court at an approximate cost of \$18,000.
4. Purchasing a lock and a coffee pot.

Upon motion duly made and seconded, the report was accepted.

Grounds Report - Rex Wilmore noted that he has employed Thundercloud Landscaping to maintain the common areas and they appear to be performing acceptably.

Old Business - Drainage maintenance - Rex Wilmore reported that several structure repairs have been made, but four remain, some of which are significant. He expects the total outlay to exceed estimates by approximately \$3,000.

Annual Meeting - Potential candidates for the Board were discussed. It was noted that 30 days notice is required for candidates to be eligible for election and that no floor nominations would be accepted.

Short term rental problem - There has been no response from the Smallwood attorney as yet. Mary Walta will continue to handle this matter for the association.

New Business - Dick Downar has agreed to serve on the ARB. On motion made and seconded, Dick Downar was unanimously approved as a new ARB member.

Newman gate - after an extensive discussion, the Board decided that the matter of acceptability of the color of the Newman gate is not properly before the Board at this time.

Bob Lockwood indicated that there was no Architectural Review Board activity to report.

The Board then considered at length the suggested amendments to the founding documents and set a special meeting of the Board to discuss the amendments on Monday, June 22, 1998, at 4:00 PM at the Community Association Building.

There being no additional Old or New Business to be considered at this meeting, upon motion duly made and seconded, the meeting was adjourned at 9:50 AM.

Attested:

Secretary

President

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF
DIRECTORS OF THE ESTANCIA PRIMERA COMMUNITY SERVICES
ASSOCIATION

June 22, 1998

The special meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 4:05 PM at the Community Building. Those present for the meeting were Rex Wilmore, Pete Stanton, Dave Baker, Bob Lockwood, Jane Buchsbaum, John Amos and Cheryl Sommers.

The President announced that the purpose of the meeting was to consider amendments to the Bylaws of Estancia Primera Community Services Association and to consider amendments to the Declaration of Covenants and Restrictions for the Community Services Association. He noted that the Board will be acting on a Draft of Amended Bylaws of Estancia Primera Community Services Association and a Draft of the Amended Declaration of Covenants and Restrictions for The Estancia Primera Community Services Association, prepared at his request by counsel for the EPCSA. A copy of the draft are attached to these minutes and considered a part hereof for all pertinent purposes.

After a full discussion of proposed amendments to the aforesaid Draft, upon motions duly made and seconded, the Board unanimously agreed to amend the Draft of Amended Bylaws of Estancia Primera Community Services Association as follows:

On page 2, Article IV, Section 1, by striking out the last sentence in the section;

On page 2, Article V, Section 2, in the first sentence, by inserting a comma after the word "Documents" and adding the words "as defined in the Declaration,";

On page 3, Article VI, Section 4, in the second line, after the words "5 members", by inserting the words "in good standing";

On page 3, Article VI, Section 5, by striking the semicolon after the words "the annual";

On page 6, Article VI, Section 9A, by striking out the entire sentence which reads "Should said meeting fall upon a legal holiday, then that meeting shall be held at the same time on the next day which is not a legal holiday.";

On page 8, Article VII, Section 8(a), after the words "and co-sign", by inserting the words "with the Treasurer" and at the end of the sentence, by striking out the number "1,000" and inserting in lieu thereof the number "5,000";

On page 9, Article VII, Section 8(d), by striking out the word "audit" in the third line and inserting in lieu thereof the words "financial review";

On page 9, Article IX, Section 1, line 5, after the words "comprised of", by striking out the words "an Owner representing each of the Neighborhood Associations" and inserting in lieu thereof the words "Owners representing the Neighborhood Associations (as defined in the Declaration)";

On page 11, Article X, Section 2, in lines 1 and 2, by striking out the words "Amended Articles of Incorporation and these Amended Bylaws, the Amended Articles", and inserting in lieu thereof the words "Articles of Incorporation, As Amended, and these Amended Bylaws, the Articles of Incorporation, As Amended"; and

On page 12, Article X, Section 4, in line 3, before the words "and the Amended Bylaws", by striking out the words "Amended Articles of Incorporation" and inserting in lieu thereof the words "Articles of Incorporation, As Amended".

The Board then discussed the Amended Declaration of Covenants and Restrictions for The Estancia Primera Community Services Association. After a lengthy discussion on motions duly made and seconded, the Board amended the Draft as follows:

On page 2, Section F, lines 3 and 4, after the words "Primera Community", by striking out the words "is comprised of" and inserting in lieu thereof the words "consists of, and is limited to,";

On page 8, Definition number 1.34, line 2, by striking out the word "residences" and inserting in lieu thereof the words "living units";

On page 8, Definition number 1.37, counsel is instructed to determine if the word occupant is used within the document and if not, to strike out the entire definition;

On page 8, Definition number 1.40, lines 1 through 4, after the words "on Exhibit", by striking out the remainder of line 1, all of line 2, and all of line 3 up to the words 'all of' and inserting in lieu thereof the appropriate exhibit designation;

On page 9, Definitions numbered 1.41 and 1.42, counsel is instructed to eliminate redundancies as may exist between these two definitions;

On page 9, Definition number 1.44, in line 2, after the words "Property are", by inserting the words "limited to ";

On page 19, Section 3.5(e), line 5, after the words "otherwise, or" by striking out the words "to impose fines or";

On page 20, Section 3.5(l), line 1, by striking out the words "Inspection of French Drains" and inserting in lieu thereof the words "Drainage";

On page 30, Section 5.6(a), by striking out the word "maximum" in lines 8, 12 and 14;

On page 34, Article 6, Section 6.2, line 2, by striking out the words "Community Association's" and inserting in lieu thereof "EPCSA's";

On page 36, Article 6, Section 6.6, by adding a new restriction as follows: "(f) Real estate 'For Sale' signs. One (1) real estate 'For Sale' sign may be placed on any Lot, Living Unit or Parcel. Real Estate marketing directional signs shall not be allowed on the Property except during an 'Open House', after which time, on the same day, the directional signs shall be removed. The size of such signs shall be subject to the approval of the Board of Directors if the size exceeds two feet by three feet.";

On page 36, Article 6, Section 6.8, line 1, by striking out the word "mobile" and inserting in lieu thereof the word "motor", and after the words "the street." in line 3, by

adding the following sentence: "Motorhomes, campers, recreational vehicles, boats or trailers may be temporarily located within the property for the purpose of loading or unloading passengers, materials and supplies, provided that such location does not exceed twenty-four hours in any seven day period and further provided that such motorhome, camper, recreational vehicle, boat or trailer shall not be occupied as a sleeping accomodation during the period approved.";

On page 39, Article 6, Section 6.21, the Board directed counsel to draft language sufficient to prohibit any rental of less than three months;

On page 39, Article 6, by deleting all of Section 6.25 and redesignating the following numbers appropriately;

On page 40, Article 6, by deleting all of Section 6.34; and

On page 43, Article 9, Section 9.2(a), line 2, by striking out the words "(in person or by proxy)" and in line 3, by striking out the words "outstanding votes" and inserting in lieu thereof the word "members".

The Board further directed counsel to make such "clean-up" amendments to the aforementioned drafts as may be necessitated as a result of the amendments contained herein.

On motion duly made and seconded, the Board approved the Draft of the Amended Articles of Incorporation, a copy of which is attached to these minutes and made a part hereof for all pertinent purposes.

There being no further business to be considered by the Board at this meeting, on motion duly made and seconded, the meeting was adjourned at 6:05PM.

Attested:

Secretary

President

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

July 13, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:04 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, Pete Stanton, Bob Lockwood, Dave Baker, Cheryl Sommers and John Amos.

John Amos circulated copies of the minutes of the meeting of July 9, 1998. The Board amended the minutes of the June 9 meeting by striking out the word "employee's" in the Recreation Center Report and substituting in lieu thereof the words, "independent contractor's". Upon motion duly made and seconded, the Board approved the minutes of the June 9 meeting, as corrected.

Treasurer's Report - Pete Stanton introduced Judy Wilson, CPA, who discussed the draft of the year-end statements of the Association. Pete Stanton then discussed the current financial statement of the Association and responded to questions. Upon motion duly made and seconded, the Treasurer's Report was accepted.

ARB Report - In lieu of a report Bob Lockwood submitted a copy of the minutes of the last ARB meeting, a copy of which is attached hereto and made a part hereof for all pertinent purposes.

Grounds Report - Rex Wilmore reported that he had made arrangements to have the dead Cottonwood trees removed from in front of the recreation center building.

Old Business - Rex Wilmore reported as follows:

1. The association is presently doing everything it is contractually obligated to do with regard to its obligations with the City of Santa Fe. A meeting has been held with the city representatives.

2. A packet concerning the Annual Meeting was mailed to all members of the association July 12.

3. No additional candidates for the Board have been secured to date. Request was made for submission of potential additional candidates names.

4. Short term rental by owners within Estancia Primera continues to be a problem. On motion duly made and seconded, the Board authorized and directed that a letter be sent to all owners in violation of current regulations regarding short term rentals and a general notice go out to all owners in the newsletter.

New Business - The following matters of new business were considered by the Board:

1. The Board appointed Tarla Thiel to the pool committee.
2. Motorhome parked at Ginsburg home in violation of regulations. The Board authorized and directed that a letter be mailed to the Ginsburgs advising them of the violation and soliciting their compliance with the rules.
3. The Board unanimously agreed with the Cresta Homeowners association regarding Harvey Newman's selection of gate color. The Board further authorized and directed President Wilmore to write a letter to the owner of the loose dog which has been the subject of several complaints. The Board agreed to suggest that the Cresta association contact the owner within Cresta who has been the subject of complaints regarding the piling of trash on the subject property.
4. The Board unanimously approved the expenditure of money necessary to plant shade trees in the parking area in front of the recreation center and installing an irrigation system to provide water for the trees.
5. The Board directed Rex Wilmore to secure an estimate of cost to improve the irrigation system servicing the landscaping around the community center.
6. The Board approved and directed that the old hot tub by the swimming pool be filled in. The Board further directed the removal of the construction model from the recreation building.
7. The Board approved the purchase of an ice maker for the recreation center and further approved the removal of the doors between the entry hall and the main meeting room.
8. The Board next considered complaints regarding use of the recreation center by members for profit-making ventures. The specific case which was the subject of complaint was the conducting of bridge lessons by Pete Stanton. After a lengthy discussion the Board deferred action until additional information could be obtained and the matter reconsidered at the next regular meeting.

The Board then went into Executive Session, following which, upon motion duly made and seconded, the meeting was adjourned at 10:18AM

Attested:

Secretary

President

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

August 11, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:02 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, Pete Stanton, Bob Lockwood, Dave Baker, Cheryl Sommers, Jane Buchsbaum, Georgette Clegg and John Amos.

John Amos circulated copies of the minutes of the meeting of July 13, 1998. Upon motion duly made and seconded, the Board approved the minutes of the July 13 meeting, as corrected.

President Wilmore introduced Jim Hays who had requested permission to address the Board. Mr Hays expressed his objections to the covenants as they stand and expressed additional general dissatisfaction with the action of the Board with regard to amending the covenants.

The Board entered into Executive Session after which, on motion duly made and seconded, the Board directed that a letter, to be drafted by Rex Wilmore and Association counsel Mary Walta, be mailed to all members of the Association expressing what the thinking of the Board in amending the CVHA Community Covenants and Restrictions and requesting input from the members with regard to additional modifications which might be desired.

Treasurer's Report - Pete Stanton then discussed the current financial statement of the Association and responded to questions. He further briefly discussed the annual budget which would be recommended to the membership at the forthcoming annual meeting.

Pete Stanton suggested that a credit be extended against each member's dues in the coming year reflecting the surplus which remained as a result of the Altamira settlement. This suggestion was followed by a motion to the same effect, was duly seconded and unanimously passed.

Upon motion duly made and seconded, the Treasurer's Report was accepted.

Recreation Center Report - Georgette Clegg reported concerning the following matters with the following Board action:

- 1 - Modification of the bid to resurface the tennis court was approved by the Board.
- 2 - Pool repairs required after closing were discussed and approved.
- 3 - Replacing the damaged door the the mechanical room was approved.
- 4 - Reissuance of entry cards was discussed and approved.
- 5 - Repair of the broken pool cover was approved.
- 6 - Changes in regulations regarding proper swimming attire for babies was discussed and approved.

On motion duly made and seconded, the Board expressed its appreciation to Georgette Clegg for the extensive work and fine job she has done in managing the recreation center. Then upon further motion duly made and seconded, the recreation center report was accepted.

Grounds Report - Rex Wilmore reported that the dead trees have been removed from in front of the recreation center. He further discussed repairs necessary to the irrigation system at the center. On motion duly made and seconded the report was accepted.

Old Business - Peter Stanton, in response to a Board directive at an earlier meeting, presented to the Board a proposal that he be permitted to continue his use of the recreation center ~~to give bridge lessons and charge fees for this service~~. Peter Stanton's written proposal is attached to these minutes and made a part hereof for all pertinent purposes. After a lengthy discussion, on motion of John Amos, seconded by Cheryl Sommers, the Board rejected Peter Stanton's request and, at President Wilmore's request approved an extension of time to ~~continue the lessons~~ *for Monday night bridge sessions* until the next regular meeting of the Board.

On motion duly made and seconded, the Board directed that no further letters be written regarding short term rentals pending the modification of the CC&Rs.

On motion duly made an seconded, the Board approved the previously considered loan to the Cresta Homeowners Association.

Mr. Wilmore discussed a wide range of bids received to complete the landscaping work at the community center. On motion duly made and seconded the Board deferred acting on this matter pending further study.

The Board considered the complaint regarding refuse which has collected in Los Nidos and directed that the process be started to rectify the problem.

On motion duly made and seconded the Board directed the Architectural Review Board to adopt or amend the existing architectural guidelines and propose such amendments to the Board for approval.

There being no additional business to come before the Board, upon motion duly made and seconded, the meeting was adjourned at 11:02 AM

Attested:

Secretary

President

ESTANCIA PRIMERA COMMUNITY SERVICE ASSOCIATION

**BOARD OF DIRECTORS MEETING
SEPTEMBER 8, 1998**

- A. Minutes of August Directors Meeting Approved.
- B. Treasurers Report approved. Copy attached.

The following approved for the Recreation Center:

- 1. Tennis court repairs by DML, Inc. in the amount of \$19,927.00.
- 2. Pool repair by Lee-Sure Pools in the amount of \$4,280.00.

Grounds Report

- 1. Area 3-4 feet back of all sidewalks to be trimmed and weeds removed.
- 2. Enchantment Landscaping proposal for work at Recreation Center approved in the amount of \$9355 + irrigation system. ^{about}
- 3. Final drainage report filed with SF City. Report identifies 35 structures that are the responsibility of EPCSA.

The following officers were elected for 1998-1999:

| | |
|-------------|-----------------|
| President | Rex Wilmore |
| V President | Georgette Clegg |
| Treasurer | Pete Stanton |
| Secretary | Cheryl Sommers |

Minutes of the 1998 annual meeting were approved as corrected and amended.

Requested the President to notify John Smallwood's attorney concerning the failure of Smallwood to keep the terms of agreement concerning rental of townhome.

Approved the polling of the membership to change the CCR for rental of property from three months to one month.

Approved the attached resolution concerning requirements for rental of Estancia Primera homes.

Requested that the EPSCA Architectural Review Board notify the Neighborhood ARB to enforce weed removal.

Tom Thiel approved as member of EPCSA ARB.

BOARD OF DIRECTORS MEETING
SEPTEMBER 8, 1998
Page Two

Attached resolution concerning term limits for members of the Board of Directors approved.

~~John Amos~~ ^{Secretary} to notify in writing Management Agents concerning the requirement of minimum rental period of three months in Estancia Primera.

Attached Resolution approved for use of the Estancia Primera Community Recreation Center.

Approval given to Pete Stanton to use the Community Recreation Center for Bridge the balance of September, 1998.

Committee appointed for drafting changes to ccle's regarding enforcement, as directed at annual meeting. Committee members Georgette Clegg, Dave Baker, Pat Haueter and Maryellen Sherman.

Approval of \$2,500.00 budget for purchase of art and other items to upgrade Community Center. Recreation Center Chairperson, Georgette Clegg, to be responsible for this decoration.

Meeting adjourned at 11:00 AM.

**Estancia Primera Community Services Association
Board of Directors Resolution**

Because some renters have created problems for neighbors, because some renters have violated various aspects of the Community Covenants and Restrictions, and because some owner/Members have been unresponsive to the problems created by their renters, therefore be it Resolved this 8th day of September, 1998:

All owners renting their property, whether as permitted in the Amended CC&Rs or not, are required to:

a. Provide the Secretary of the Estancia Primera Community Services Association (EPCSA) the name, address, contact person, and phone number of the party responsible for renting the property, whether a property management firm or an individual. Such information must be provided at least annually, and shall additionally be updated each time the responsible party changes.

b. Require the responsible party, management firm or individual, to provide a written set of Community Rules, to be provided by the EPCSA Board of Directors, to each group renting the property, and to obtain a written acknowledgement that such rules will be followed.

c. Insure that renters are aware that they are allowed to use the Estancia Primera Community Recreation Center facilities only if they have a lease that meets the requirements in the Community Covenants & Restrictions, are using the owners' access card, and are renting from Members in good standing.

Cheryl Dan Sommer
Secretary

Ray M. Williams
President

Estancia Primera Community Services Association Board of Directors Resolution

In order to promote diversity on the EPCSA Board of Directors, and to encourage participation from a wide range of members, be it therefore Resolved on this 8th day of September, 1998:

No Member is permitted to serve for more than two consecutive two-year terms on the Board of Directors of the Estancia Primera Community Services Association, whether by election or by appointment. In the event of appointment by the Board to complete a term of a member resigning from the Board, if such appointment is for more than one year, that term shall be counted as if it were an initial two-year term, limiting the appointee to a single additional term.

After one year not on the Board, any member may again become a candidate for the Board of Directors.

The single exception to these rules is that a President of the Board who is leaving the Board after two terms may continue as an ex officio member of the board for the year following his leaving the Board. Such position will have no vote, but shall serve for purposes of continuity and as a source of information for current board members. This year as an advisor to the Board is expressly considered to be a year off the board, and would make the individual eligible to stand for election after the advisory year is complete.

Cheryl Ann Sommer
Secretary

Ray M. Wilmar
~~Treasurer~~ President

**Estancia Primera Community Services Association
Board of Directors Resolution**

Because the Estancia Primera Community Recreation Center is for the benefit and use of Members of the Estancia Primera Community Services Association, therefore be it Resolved on this 8th day of September, 1998,


(1) The Estancia Primera Community Recreation Center will continue to be unavailable for commercial activities, whether conducted by EPCSA Members, or by non-members. This prohibition in no way precludes payment to an instructor, speaker, entertainer, or other person who is providing a service to Members and their families, including but not limited to training, lecturing, teaching, or other professional services. The attendance at any such activity must consist of at least 70% Members of EPCSA and those living in the Member's home. This does not prohibit a commercial activity conducted by the EPCSA, such as a community yard sale, which is for the benefit of the Members, yet aimed at non-members.

(2) Guests of Members of EPCSA are allowed to use any of the facilities of the Estancia Primera Community Recreation Center only when using the owners' access card. This specifically allows legal renters of a home in Estancia Primera to use the clubhouse, pool or tennis court provided the renting homeowner is a Member in good standing.

(3) The Recreation Center may not be reserved by the same Member for the same day and time more than 10 times in a year. Provided that activities directed to the Membership at large may reserve the Center for regular meetings with no limit. I.E. such events as the ladies group's weekly meetings are expressly permitted.

(4) Commercial activity is defined as any exchange of goods or services for pay or other goods or services, whether a profit is made or not.


Secretary


President

THE PORTIONS OF THESE MINUTES PERTAINING TO LITIGATION AND CLAIMS ARE PRIVILEGED AND CONFIDENTIAL

**MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION**

October 13, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at approximately 8:00 a.m. on October 13, 1998. In attendance at the regular monthly meeting were Rex Wilmore, President, Mary Ellen Sherman, Bob Lockwood, Dave Baker, Bob Tibbs, Georgette Clegg, and Cheryl Pick Sommer.

Approval of the Minutes of the September 8, 1998, meeting was deferred until the November meeting.

Rex Wilmore made the presentation of the Treasurer's report as no Treasurer had yet been selected. He presented profit and loss statements and a balance sheet as of October 12, 1998.

Upon motion duly made and seconded, it was RESOLVED, unanimously that the Treasurer's report be approved.

Lynn Clegg was present to make the Architectural Review Board report. He presented a handbook of architectural guidelines which had been compiled and the Architectural Review Board has requested that certain changes be made to the existing guidelines. The proposed changes are set forth on Exhibit A attached hereto and incorporated herein by referenced.

Upon motion duly made and seconded, it was RESOLVED, that the changes proposed by the ARB be approved with one addition which addition is set forth in hand writing on Exhibit A.

Georgette Clegg presented the Recreation Center report. She reported that the pool closed on 9-27-98, that Daniel has agreed to stay on as maintenance person for the pool and that the trees around the tennis court will be removed in connection with resurfacing the court.

Rex Wilmore made a grounds report. Mr. Wilmore reported that the watering system had to be completely rebuilt and that the cost will exceed that budget by \$2,000.00. Mr. Wilmore also reported that he has attached numbers to each of the drainage structures we have to maintain and noted that there were thirty-eight (38) of them. He will prepare several copies of the map showing the location of each the drainage structure at least one of which will be kept in the official records of the Association.

The meeting then turned to the election of a Treasurer under items of New Business. Cheryl Sommer volunteered to serve as Treasurer provided that she would be relieved of her duties as secretary.

Upon motion duly made and seconded, it was RESOLVED unanimously, that Cheryl Pick Sommer be removed from the position of secretary and John Amos will be appointed to that position.

Upon motion duly made and seconded, it was RESOLVED unanimously, that Cheryl Pick Sommer be elected to serve as Treasurer.

The meeting then returned to Old Business. Without formal motion it was agreed that Rex Wilmore will write a letter to the management companies as directed by the Membership, the names of which management companies will be obtained from Carol Dimeff. He will wait to send letters to those who are renting their houses until the enforcement mechanism is in place following the modification to the CC&R's.

Upon motion duly made and seconded, it was RESOLVED, that the action taken at the meeting on September 8, 1998, by the Board of Directors regarding term limits for Board Members is hereby rescinded as such action is reserved to the Members in accordance with the By-laws.

The only other item of New Business to be discussed was the appointment of new Grounds Chairman. Dave Baker and Bob Tibbs agreed to co-chair that position and were appointed by consensus of the Board of Directors.

Upon motion duly made and seconded, the meeting was adjourned at approximately 9:10 a.m.

Attested:

Secretary

President

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MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

November 10, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:08 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, Pat Haueter, Bob Lockwood, Dave Baker, Cheryl Pick Sommer, Bob Tibbs, Georgette Clegg and John Amos.

In addition to the Board members present, Mary Lawton of the Architectural Review Board attended the meeting.

Cheryl Pick Sommer circulated copies of the minutes of the meeting of October 13, 1998. Upon motion duly made and seconded, the Board approved the minutes of the October 13 meeting without amendment. Approval of the minutes of the September 8, 1998 meeting was deferred until the December meeting.

Cheryl Pick Sommer, the newly-elected Treasurer of the Association, presented the financial report. After the distribution of the financial statements reflecting financial condition of the Association for the period January 1 through November 9, 1998, upon motion duly made and seconded, the Board unanimously approved the financial report.

Georgette Clegg Presented the Recreation Center report. She reported that pool repairs were progressing although interrupted by inclement weather. Tree removal around the tennis court was delayed but still pending. After a brief discussion of maintenance items required at the Recreation Center building, upon motion duly made and seconded, the Board unanimously approved the Recreation Center report.

Co-Chairmen of the Grounds Committee Dave Baker and Bob Tibbs discussed the watering requirements of the new landscaping at the Community Center with out-going Grounds Chairman Rex Wilmore.

President Rex Wilmore then addressed the following items of Old Business:

1-Receipt of votes by members on the changes to the CC&R's has been extremely light and methods of encouraging members to vote on the proposed changes were discussed. A reminder will be mailed later this week to those members who have not voted. Board members were urged to get out the vote within their various Associations.

2-The issue of the Parrott fence was discussed at length. The discussion extended to problems concerning powers and responsibilities of the ARB and the Board with regard to enforcement of ARB regulations. Many violations were noted within Los Nidos and Board members reported receiving complaints from members and expressed frustration at lack of compliance by the builders with ARB regulations. Bob Lockwood suggested a meeting between President Wilmore and the developers to discuss and resolve the matters of complaint.

Mary Lawton noted that the ARB has no enforcement powers. She stated that the ARB can only receive applications, act on them, and report infractions to the Board whose responsibility it is to enforce the provisions by imposition of fines or such other means as may be necessary and appropriate.

3-Georgette Clegg noted that the annual Christmas Party is scheduled for December 19 at the Clubhouse.

President Wilmore then addressed the following items of New Business:

1-1999 Annual Budget. The Board approved a new budget equal to the actual expenditures for the 1998 year and added the following expenditures:

| | |
|---------------------------|----------|
| Repair of tennis court | \$20,000 |
| Clubhouse art | \$ 2,500 |
| South entry lighting | \$ 2,000 |
| Stucco repair - Clubhouse | \$ 2,500 |
| Tile replacements | \$ 8,000 |
| Drainage inspections | \$ 5,000 |
| New clubhouse sign | \$ 1,500 |

2-Composition of ARB. It was noted that the present ARB is not made up of members in accordance with the rules and regulations. On motion of Georgette Clegg, seconded by Cheryl Pick Sommer, the Board agreed to bring the ARB membership into compliance with the rules and regulations. The only dissenting vote was cast by Bob Lockwood. Mary Lawton agreed to implement the changes at the ARB meeting to be held on Monday, November 15, 1998.

The Board entered into Executive Session, after which, on motion made and duly seconded the meeting was adjourned at 10:10 AM.

Attested:

Secretary

President

MINUTES OF THE BOARD OF DIRECTORS MEETING OF THE ESTANCIA
PRIMERA COMMUNITY SERVICES ASSOCIATION

December 8, 1998

The regular monthly meeting of the Board of Directors of Estancia Primera Community Services Association was called to order at 8:08 AM at the Community Association Building. Those present for the meeting were Rex Wilmore, Pat Haueter, Bob Lockwood, Dave Baker, Cheryl Pick Sommer, Bob Tibbs, Georgette Clegg and John Amos. Absent was Maryellen Sherman.

John Amos circulated copies of the minutes of the meeting of November 10, 1998. Upon motion duly made and seconded, the Board approved the minutes of the November 10 meeting without amendment.

Cheryl Pick Sommer presented the financial report and upon motion duly made and seconded, the report was accepted.

Bob Lockwood submitted the ARB report which was accepted without objection.

Georgette Clegg Presented the Recreation Center report. She reported the improvements to the recreation center building which had been approved by the Board have been completed. The concept of requiring deposit for recreation center use was discussed and Ms. Clegg was directed to impose such deposit requirement as may be determined by the committee. Upon motion duly made and seconded, the Board unanimously approved the Recreation Center report.

Bob Tibbs submitted the grounds report. After a full discussion, on motion of Bob Lockwood, seconded by John Amos, Bob Tibbs was authorized to ~~undertake~~ the lighting of the recreation center building. Lighting of the building is to be on timers from approximately 5:30 PM until 10:00 PM. *11:45-7:00*

President Rex Wilmore then addressed the following items of Old Business:

1-Parrott Fence. The ARB and L&L (developers of Los Nidos) have agreed to modifications which will bring the fence into conformity with the CC&Rs

2-A tabulation of the votes by the membership revealed that the Board is not to have the right to impose fines. The recommended rental changes passed. Cheryl Sommers agreed to record the changes as required.

3-Lighting of the south side of the sign at the north entry has been completed. Bob Lockwood agreed to write a letter to the ARB requesting approval of the electrical box

location on the Baca property so that the lighting of the south entry sign may be accomplished.

4-The 1999 Budget was discussed . The budget submitted was simply a statement of 1998 actual figures. Following the discussion, the Treasurer agreed to make the modifications suggested and resubmit the budget by mail to the Board prior to next month's regular meeting.

5-Rentals. President Wilmore noted that to date only two rental properties have been registered. He asked that each board member produce information on rental properties within the various neighborhoods so that letters can be sent requiring registration. He also indicated that he will notify real estate management firms in the area of the registration requirements and rental regulations.

Mary Lawton noted that the ARB has no enforcement powers. She stated that the ARB can only receive applications, act on them, and report infractions to the Board whose responsibility it is to enforce the provisions by imposition of fines or such other means as may be necessary and appropriate.

3-Georgette Clegg noted that the annual Christmas Party is scheduled for December 19 at the Clubhouse.

President Wilmore then addressed the following items of New Business:

1-President Wilmore proposed a resolution regarding the definition of neighborhood homeowners associations. A copy of the resolution, which was unanimously approved by the Board, is attached to these minutes and made a part hereof for all pertinent purposes.

2-Encroachment problem noted on the Baca property whereby the dam being constructed there was partially situated on common property. The Board authorized President Wilmore to negotiate with Baca the responsibility for the dam.

3-Alarms. Pat Haueter noted the problem regarding alarms going off in non-resident homes. The alarms sometimes remain on for long periods of time to the annoyance of neighbors and there is no way to notify anyone and stop the noise. After a lengthy discussion, Bob Lockwood was asked to request that the ARB write local alarm companies and seek a solution to the problem.

On motion made and duly seconded the meeting was adjourned at 9:45 AM.

Attested:

Secretary

President