



ANDALUSIA HOA NEWSLETTER

Next Board Meetings

The next regularly scheduled Board meetings will be on Thursday, March 24, and Thursday, April 28, 2016. *(The calendar on the HOA web site has all meeting dates)*

Annual Meeting and Election Results

We held our annual meeting on Thursday, January 28, 2016. There were 7 owners in attendance, as well as the 4 Board Directors and the Association Manager in attendance.

62 ballots were received (quorum requires 53) in order to elect three directors. Duly re-elected were Ron Shore, John Burnett, and Mike Ghafari.

After the ballots were counted, President Ron Shore reported on the accomplishments of the past year and expectations for improvements for the upcoming year. John Burnett presented the financial results for the past year.

At the regular Board meeting held after the annual meeting, Ron Shore was named President, John Burnett CFO, and Mike Ghafari Vice-President.

Balcony and Patio Usage Rules

We are continuing to experience residents using their balconies and patios for items that are not

permitted, such as laundry drying and storage of items. Items that are allowed include outside furniture, plants, and BBQs.

When people use them for other items, it negatively impacts the first class appearance that we want to maintain at Andalusia.

We appreciate everyone's cooperation.

Reminders For Leasing

We want to remind all owners who lease their properties of the importance of providing the HOA (Steve Huff, Association Manager) with a copy of all new leases, the signed Owner-Tenant Checklist, and, most important, the names, email addresses, and cell phone numbers of the new tenants.

All owners can reference the complete requirements and documents by going to the HOA website (<http://www.Andalusia-HOA.org>), and following the link to the "Realtor & Home Buyer Info" web page, and then to Item 7, "Leasing Policy and Procedures".

As brief reminder, **any current leased property**, when sold, **must be sold exclusively to a buyer who will live in the unit ("owner occupied")**. This restriction will remain in place until the CC&R-mandated limit of 21 rental units has been reached.

All current Owners who live in their units are prohibited from leasing their properties until further notice. A “waiting list” will be generated so that when the number of rental units drops below 21, owners on the list can request permission to rent their units from the HOA Board.

Water Shut-off Procedure

If you are having plumbing repairs or modifications done in your residence that requires the water in your building to be shut off for several hours, please make sure you provide the other seven units in your building with no less than 48 hours advanced notice.

On the HOA website, follow the link to the “HOA Forms” web page, and then choose Item 1, “Water Shut-off Notice”. Please post this notice on the front door of each unit, and also notify CMS of the date and time of the impending

water shutoff.

The building water supply valve is clearly tagged for each building. It is a small rectangular white tag and can easily be found by walking around the perimeter of your building - the shut-off is under a 2nd-floor patio.

Call CMS for All Service Needs

CMS (Community Management Services) provides 24-hour-a-day, 7-day-a-week dispatch coverage for **all** service needs for all residents, including emergency plumbing issues. Please **DO NOT** call or email a Board member or the Association Manager for emergencies. The number to call is **408.559.1977**.

If you need to call after regular business hours (that is, nights, weekends, or holidays), follow the instructions you hear on the message, and an on-call duty manager will contact you.

Steve Huff, Association Manager
email: andalusia.sghuff@gmail.com

CMS Customer Service (7 days a week, 24 hours): 408-559-1977