

**VISTA LA JOLLA TOWNHOMES  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS  
REGULAR MEETING MINUTES  
WEDNESDAY, APRIL 12, 2017**

**DIRECTORS PRESENT:**

Alice Buck, President  
Susan Ball, Vice President  
Rob Pleis, Treasurer  
Kurt Swanson, Secretary  
Cathy Colclasure, Director

**ALSO PRESENT:**

Sean DeFreitas, A. McKibbin & Co.  
Melissa Loera, A. McKibbin & Co.

**CALL TO ORDER**

There being a quorum, Alice Buck, President, called the Board Meeting to order at 6:00 p.m.

**APPROVAL OF MINUTES**

Management presented the Board with the March 8, 2017 meeting minutes for their review and approval. After a discussion, Susan Ball made a motion to approve the minutes as submitted. Kurt Swanson seconded the motion. All were in favor of the motion. The motion passed unanimously.

**FINANCIAL REPORT**

Management presented the March 2017 financial statements to the Board of Directors. After a brief discussion, Cathy Colclasure made a motion to approve the March 2017 financial statements and bank reconciliations subject to the annual audit and Kurt Swanson seconded the motion. The financial report and bank reconciliations were unanimously approved.

**FISCAL ITEMS**

**A. ACCOUNTS RECEIVABLE**

Management notified the Board that at this time there are no delinquent accounts at this time and no action is necessary.

**B. COLLECTION POLICY CHANGES**

Management discussed with the Board the changes that Epstein Grinnell & Howell are implementing in their updated collection policy. The new policy will involve sending an initial contact letter to the homeowner advising them of their rights under the FDCPA to dispute the debt within a 30 day period. There will be a pre-lien letter and lien to follow the initial contact letter.

**MAINTENANCE**

**A. LANDSCAPING**

The Board reviewed the proposal from TVRI for the miscellaneous landscaping discussed during the March 8, 2017 landscape walkthrough for the amount of \$22,119.95. The Board discussed the proposal and the breakdown of charges. Cathy Colclasure opened a discussion on whether the cost can be lowered. Cathy Colclasure made a motion to table

the TVRI proposal until the May 10, 2017 meeting to allow for Management to try and lower the cost, Susan Ball seconded, and all were in favor.

**B. TENNIS COURT SIGNS**

Management and the Board discussed the Tennis Court Rules and Etiquette signs. Susan Ball opened up a conversation about changing the hours of the tennis and basketball court hours from 10:00 p.m. to 9:00 p.m. Susan Ball made a motion to table the approval for the new tennis courts signs until Management sends out a letter informing the Homeowners and Residents of the new hour change, Kurt Swanson seconded, all were in favor.

**C. SECURITY CAMERAS**

Management discussed an email received by a concerned Homeowner. The Homeowner requested that the Association install security cameras around the property. Management discussed the option of motion sensors. No motion was made.

**ADMINISTRATIVE ITEMS**

**A. GENDER NEUTRAL SIGNS**

Management informed the Board that as of March 1, 2017, all single user bathrooms must display "All- Gender" signage. The new signage will be on each bathroom door at all three (3) pool houses, six signs total, for a total of \$420.00. The signs are currently on backorder and are anticipated to be installed by the end of April.

**B. CC&R'S QUORUM AMENDMENT**

The homeowners that did not return a ballot for the amendment to the CC&Rs were mailed another ballot packet. At the time of this meeting there is still not a quorum and the homeowners that have not returned a ballot will be mailed the ballot packet again after the total is the May 10, 2017 meeting.

**C. HEARINGS**

There were three (3) hearings scheduled for this meeting. All hearings were discussed in executive session.

**D. CORRESPONDENCE**

The Board and Management reviewed the letters sent to various Homeowners in the Community. Any Homeowner not in compliance will be called to a hearing.

**E. ARCHITECTURAL**

4444 Via Amable- The homeowner for 4444 Via Amable requested architectural approval to install air conditioning. The Board reviewed the application and Cathy Colclasure made a motion to approve the architectural application, Kurt Swanson seconded, and all were in favor.

**ADDITIONAL ITEMS**

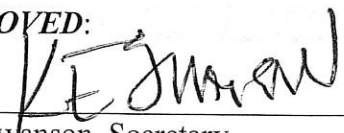
The Board requested that Management ask security that while they are doing their rounds, that if they notice garage doors open to attempt to contact the Homeowner or tenant and have them keep them closed.

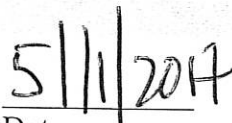
**ADJOURNMENT**

There being no additional items for discussion, the regular session was adjourned at 7:35p.m.

Respectfully Submitted,  
Melissa Loera, Recording Secretary

**APPROVED:**

  
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Kurt Swanson, Secretary

  
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Date