

VISTA LA JOLLA TOWNHOMES
HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
REGULAR MEETING MINUTES
WEDNESDAY, OCTOBER 11, 2017

DIRECTORS PRESENT:

Alice Buck, President
Rob Pleis, Treasurer
Kurt Swanson, Secretary
Cathy Colclasure

DIRECTORS ABSENT:

Susanne Ball, Vice President
Cathy Colclasure, Director

ALSO PRESENT:

Sean DeFreitas, A. McKibbin & Co.
Elizabeth Lensner, A. McKibbin & Co.
4 Homeowners

CALL TO ORDER

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

HOMEOWNER INPUT

Homeowners were present to discuss their Hearings, which were discussed in Executive Session.

APPROVAL OF MINUTES

Management presented the Board with the September 13, 2017 regular meeting minutes for their review and approval. After a discussion, Cathy Colclasure made a motion to approve the minutes as submitted, Rob Pleis seconded; the motion passed unanimously. Management presented the Board with the September 13, 2017 executive meeting minutes for their review and approval. After a discussion, Cathy Colclasure made a motion to approve the minutes as submitted, Rob Pleis seconded; the motion passed unanimously.

FINANCIAL REPORT

Management presented the September 2017 financial statements to the Board of Directors. After a brief discussion, Cathy Colclasure motioned to approve the September 2017 financial statements and bank reconciliations subject to the annual audit, Kurt Swanson seconded; the motion passed unanimously.

FISCAL ITEMS

A. ACCOUNTS RECEIVABLE

Management notified the Board that there is currently one (1) delinquent account: 10107. Management requested to send a pay or lien letter and lien account 10107. Cathy Colclasure motioned to send a pay or lien letter and lien account 10107, Kurt Swanson seconded; all were in favor.

B. 2018 PROPOSED BUDGET & RESERVE STUDY

Management presented two different draft budgets for the Board to review; one proposed no monthly assessment increase and the second proposed budget called for a 7.3% increase. After reviewing the two proposed budgets, Cathy Colclasure motioned

to accept the proposed budget which did not propose an increase, to defund the reserve accounts in order to account for the increase in security, and at the end of the fiscal year, any excess money would be returned to the reserve accounts. Kurt Swanson seconded this motion and the motion passed unanimously.

C. 2017 ANNUAL AUDIT

The Board reviewed three proposals to complete the 2017 Annual Audit. After reviewing the proposals, Rob Pleis motioned to approve Robert A. Owens to complete the 2017 Annual Audit for a cost of \$1,200.00. Kurt Swanson seconded the motion and the motion passed unanimously.

MAINTENANCE

A. LANDSCAPING

The Board reviewed a proposal from TVRI/TerraCare for miscellaneous plantings per the 9/13/17 landscape walkthrough for a total cost of \$3,131.00. Kurt Swanson motioned to approve the proposal, Rob Pleis seconded, and all were in favor.

B. SECURITY

The Board discussed the car break-ins around the community. The Board discussed the issues they have witnessed with Private Security and requested the post orders for the community.

C. COMMUNITY WEBSITE

Management informed the Board that the community website is up and running and nearly complete. All information has been updated with current agendas, minutes, rules, CC&Rs, and applications. Another progress update will be given during the November Board meeting.

D. SIDEWALK TRIP HAZARD REPAIRS

Management informed the Board that Precision Concrete Cutting repaired all the sidewalk trip hazards.

E. PRESSURE WASHING

Fully Restored Pressure Washing began pressure washing the driveways and sidewalks on October 9, 2017 and is anticipated to complete the project by October 13.

ADMINISTRATIVE ITEMS

A. CC&R'S QUORUM AMENDMENT

If a quorum is attained, the ballots concerning the amendment to the CC&Rs will be opened during the November Board meeting.

B. ANNUAL MEETING

The Annual Meeting is scheduled for November 8, 2017. The ballots have been sent to the membership.

C. ARCHITECTURAL

There was one (1) Architectural Application for the Board to review:

- I. 4475 Via Precipicio – The homeowner requested permission to install solar panels on the roof. The Board requested more detailed information concerning the size and placement of the panels on the roof. In addition, the indemnity agreement must be signed by the homeowner. Cathy Colclasure motioned to approve the application, pending the additional information and

signed indemnity agreement, Rob Pleis seconded, Kurt Swanson abstained, and the motion passed.

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.

ADJOURNMENT

There being no additional items for discussion, the regular session was adjourned at 7:14 p.m.

Respectfully Submitted,
Elizabeth Lensner, Recording Secretary

APPROVED:



Kurt Swanson, Secretary

11-8-17
Date