

**VISTA LA JOLLA TOWNHOMES ASSOCIATION
REGULAR BOARD MEETING
WEDNESDAY, DECEMBER 11, 2019
6:00 PM
AT THE CLUB HOUSE**

DIRECTORS PRESENT:

Susanne Ball, President
Kurt Swanson, Vice President
Victor Zeng, Treasurer
Cathy Colclasure, Secretary

ALSO PRESENT:

Sean DeFreitas, A. McKibbin & Co.
Kim Angell, A. McKibbin & Co.
1 Homeowner

NOT PRESENT:

Pamela Findling, Director

CALL TO ORDER

After a quorum was established, Susanne Ball, President, called the Regular Board Meeting to order at 6:01 P.M.

HOMEOWNER INPUT

One Homeowner was present to discuss a hearing notice.

APPROVAL OF MINUTES

The November 13, 2019 Regular and Executive Meeting Minutes were reviewed and discussed. Cathy Colclasure made a motion to approve the November 13, 2019 Regular and Executive Meeting Minutes as presented. Susanne Ball seconded the motion and the motion passed unanimously.

FINANCIAL REPORT

The November 2019 financial statements and bank reconciliations were reviewed by the Board. After some discussion, Susanne Ball made a motion to approve the November 2019 financial statements and bank reconciliations subject to the annual audit. Cathy Colclasure seconded the motion and the motion passed unanimously.

FISCAL ITEMS

A. ACCOUNTS RECEIVABLE

Management advised the Board that there are no delinquent accounts at this time.

B. RESERVE STUDY

Management provided the Board with the completed reserve study from Barrera & Company. After some discussion, Susanne Ball made a motion to accept the reserve study. Cathy Colclasure seconded the motion and the motion passed unanimously.

MAINTENANCE

A. LANDSCAPE PROPOSAL

Management provided the Board with a proposal from BrightView for new plants throughout the community in the amount of \$7,401.86. Susanne Ball made a motion to approve the planting proposal for \$7,401.86. Cathy Colclasure seconded the motion and the motion passed unanimously.

B. LANDSCAPE CONTRACT

Management provided the Board with a request from Brightview to increase their monthly contract to \$5,720.00. Management advised the Board that we have spoken with the Account Manager at BrightView and discussed several issues we have experience with the landscaping, due to these issues the contract will not be increased for 2020.

C. ROOF AND GUTTER CLEANING

Management presented the Board with a proposal from Leonard Peterson to complete the annual roof inspection and gutter cleaning for \$12,000.00. Kurt Swanson made a motion to approve the proposal from Leonard Peterson for \$12,000.00. Susanne Ball seconded the motion and the motion passed unanimously.

D. TERMITE TENTING

Management provided the Board with the third termite inspection indicating that the only way to treat the termite swarm is with fumigation. Management provided the Board with a proposal from Hi-Tec for \$6,224.00 to fumigate a five unit building. Susanne Ball made a motion to approve the fumigation proposal for \$6,224.00. Kurt Swanson seconded the motion and the motion passed unanimously.

ADMINISTRATIVE ITEMS

A. INSURANCE CLAIM LETTER

Management provided the Board with a letter from Farmers Insurance regarding the claim filed from 4417 Via Precipicio for water damage. The insurance company denied the claim.

B. PROPOSED REGISTRATION RULE

Management provided the Board with the proposed Owner/Resident and Pet Registration Rule and Form for review. The proposed rule will be sent out to the Membership for a 30 day review and comment period before the Board can adopt the new rule. After some discussion, Kurt Swanson made a motion to approve sending out the proposed Owner/Resident and Pet Registration Rule and Form. Victor Zeng seconded the motion. Cathy Colclasure abstained. The motion passed with three votes in favor.

C. ELECTION RULES

Management advised the Board that due to a new law regarding annual elections, the Association's election rules will need to be updated. Epstein can update the election rules for a flat fee of \$275.00. Kurt Swanson made a motion to approve Epstein to update the Association's election rules. Cathy Colclasure seconded the motion and the motion passed unanimously.

D. CORRESPONDENCE

Management provided the Board with copies of letters sent since the last meeting.

F. NEWSLETTER

Management provided the Board with the December newsletter that was sent out to the Membership.

NEW BUSINESS

The Board discussed up-coming projects for the 2020 fiscal year, including utility doors, slope stabilization and upgrades to the Clubhouse.

ADJOURNMENT

With no additional items to discuss, the regular session was adjourned at 7:11 p.m.

Respectfully Submitted,
Kim Angell, Recording Secretary

APPROVED:



Cathy Colclasure, Secretary



Date