

**VISTA LA JOLLA TOWNHOMES ASSOCIATION
REGULAR MEETING MINUTES
THURSDAY, JULY 13, 2022
6:00 PM
COMMUNITY CLUBHOUSE**

DIRECTORS PRESENT:

Susanne Ball, President
Kurt Swanson, Vice President
Pamela Findling, Treasurer
Sue Rotunno, Secretary
Cathy Colclasure, Director

ALSO PRESENT:

Sean DeFreitas, A. McKibbin & Co., Inc.
Shannon Devine, A. McKibbin & Co., Inc.

CALL TO ORDER

After a quorum was established, the Regular Meeting was called to order at 6:21 PM by Susanne Ball, President.

HOMEOWNER INPUT

There was no homeowner input at the meeting.

APPROVAL OF MINUTES

The June 23, 2022, Regular and Executive Meeting Minutes were reviewed and discussed. Susanne Ball made a motion to approve the June 23, 2022, Regular and Executive Meeting minutes. Pamela Findling seconded the motion and the motion passed unanimously.

FINANCIAL REPORT

The June 2022 financial statements and bank reconciliations were reviewed by the Board. After some discussion, Cathy Colclasure made a motion to approve the June 2022 financial statements and bank reconciliations subject to the annual audit. Kurt Swanson seconded the motion and the motion passed unanimously.

FISCAL ITEMS

A. ACCOUNTS RECEIVABLE

Management provided an update. There is one (1) delinquent homeowner who requires no action at this time.

B. INVESTMENT RECCOMENDATION

Management discussed with the Board investing \$500,000.00 in 3, 6, 9, and 12 month CDs, leaving \$50,000.00 liquid. To take place after the Federal Reserve meeting in July 2022. Kurt Swanson made the motion to invest, Sue Rotunno, seconded the motion. The motion passed unanimously.

C. 2023 RESERVE STUDY

Barrera is scheduled to complete the 2023 Reserve Study (Level 3 Financial Update). The cost is \$495.00. Management will provide the first budget October 2022.

MAINTENANCE

A. LANDSCAPE

Walkthrough Notes: Management had a walkthrough on July 13, at 1PM.

General Plantings: BrightView is almost done with the plantings throughout the Community. They will also power wash the area near the tennis courts.

B. STREETLIGHTS

Management has contacted the City to have the streetlight at the end of Via Las Rambles repaired and the light on Via Andar. The City has advised that their turnaround time is currently 360 days.

C. MAIN POOL RESTROOM REMODEL

The Budget was approved at 12/8/21 Board Meeting for \$22,000.00. There are still sinks to be installed along with the new doors. The aim is to have this complete within the next two (2) weeks.

D. CLUBHOUSE ENTRY LOCK

It was determined that WiFi is a necessity at Clubhouse for the locks to work. This is being put on hold for further review.

E. SB326 PATIO DECK INSPECTIONS

Management updated the Board that the contract has been signed and sent to MC Consultants and the Board will be updated when Management has the schedule.

F. POOL FURNITURE

The Board and Management decided on the furniture. Kurt Swanson made the motion to order the furniture to include twelve (12) chairs, six (6) side tables and six (6) chaise lounge chairs. Susanne Ball seconded the motion. The motion passed unanimously. The furniture was ordered, July 14, 2022 and should take twenty (20) to twenty-two (22) weeks to arrive.

ADMINISTRATIVE ITEMS

A. LEGAL FEE AGREEMENT

Management provided the Board with the updated Fee Agreement with Epsten, APC.

Kurt Swanson made the motion to accept the Fee Agreement. Susanne Ball seconded the motion. The motion passed unanimously.

B. NEWSLETTER

The Board was provided the most recent newsletter that was mailed to the Membership.

C. REFUSE REMOVAL

Management informed the Board that the City may be implementing an additional compost waste can, which they will provide. Management will keep the Board updated as new information becomes available.

D. CORRESPONDENCE

Management provided correspondence that was sent out since the last meeting.

E. WEBSITE TOPICS

The Board discussed adding the trash schedule to the website.

NEW BUSINESS

The Board discussed having the grills cleaned. Susanne Ball made the motion to have BBQ Solutions clean, all three (3) grills not to exceed \$1,000.00. Kurt Swanson seconded the motion. The motion passed unanimously.

ADJOURNMENT

With no additional items to discuss, the Regular Session was adjourned at 7:02 PM.

Respectfully Submitted,
Shannon Devine, Recording Secretary

APPROVED:

Sue Rotunno, Secretary

Date