

**VISTA LA JOLLA TOWNHOMES ASSOCIATION  
REGULAR MEETING MINUTES  
WEDNESDAY, JANUARY 11, 2023  
6:00 PM  
COMMUNITY CLUBHOUSE**

**DIRECTORS PRESENT:**

Susanne Ball, President  
Kurt Swanson, Vice President  
Pamela Findling, Treasurer  
Heidi Meyer, Secretary

**DIRECTORS ABSENT:**

Cathy Colclasure, Director

**ALSO PRESENT:**

Sean DeFreitas, A. McKibbin & Co., Inc.  
Amy Taylor, A. McKibbin & Co., Inc.

**CALL TO ORDER**

The Regular Meeting was called to order at 6:00 PM.

**HOMEOWNER INPUT**

There were no Homeowners present.

**APPROVAL OF MINUTES**

The December 14, 2022, Regular & Executive Meeting Minutes were reviewed and discussed. Pamela Findling made a motion to approve the December 14, 2022, Regular & Executive Meeting Minutes. Kurt Swanson seconded the motion and the motion passed unanimously.

**FINANCIAL REPORT**

The December 2022 financial statements and bank reconciliations were reviewed by the Board. After some discussion, Susanne Ball made a motion to approve the December 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 advised the Board there is one delinquency but no action is needed at this time.

**MAINTENANCE**

**A. LANDSCAPE**

Walkthrough Notes: The walk-through was scheduled for Wednesday, January 11, 2023, at 1:00 PM. Find the walk-through notes from Wednesday, January 11, 2023.

Management provided renewal letter from BrightView with a new monthly rate of \$5,830.00. Management and the Board discussed the proposal provided in detail. Kurt Swanson made a motion to approve the renewal of BrightView's new monthly rate of \$5,830.00. Heidi Meyer seconded the motion and the motion passed unanimously.

Management provided a proposal sent from BrightView in the amount of \$1,245.00. Kurt Swanson made a motion to approve the proposal from BrightView in the amount of \$1,245.00. Heidi Meyer seconded the motion and the motion passed unanimously.

**B. ROOFING**

Management provided the Board with the proposal from Leonard Peterson for the roof and gutter maintenance program in the amount of \$12,000.00. Suzanne Ball made a motion to approve the proposal from Leonard Peterson for the roof and gutter maintenance program in the amount of \$12,000.00. Kurt Swanson seconded the motion, and the motion was approved unanimously.

**C. UTILITY DOORS**

Management advised the Board that we are meeting with a contractor within the next week to discuss the plan for utility doors.

**D. POOL**

Management advised the Board that we are meeting with the solar company to see if it would be feasible and beneficial to install solar panels at all pools.

**E. STREETLIGHT**

Management informed the Board that there is nothing to say at this time.

**F. SB326 PATIO DECK INSPECTIONS**

Management updated the Board that we are working to obtain bids for the work that needs to be completed at the property.

**G. TENNIS COURTS**

Management informed the Board that Ferandell Tennis Courts has completed the work and the new metal "Tennis Courts" signs and "No Pets" signs will be installed this week.

**ADMINISTRATIVE ITEMS**

**A. ANNUAL MEETING PROCEDURES**

This discussion was tabled until all Board members are present.

**B. ANNUAL RESIDENT REGISTRATION**

Management provided the Board with the Annual Registration Form mailed to Membership on November 17, 2022. After a brief discussion the Board decided to call to each homeowner to a Hearing that has not returned the form by January 15, 2023.

**C. REFUSE REMOVAL**

Management informed the Board that the community waste is currently serviced by the city. The city may be implementing an additional composted waste can. The composted waste can will be provided by the city. Management will update the Board as added information becomes available.

**D. ELECTION RULES**

The Board formally adopted the new Election Rules after the 28-day comment period. Management will notify the membership by putting a note on the bottom of the billing statement.

**E. CORRESPONDENCE**

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

**NEW BUSINESS**

There was no new business discussed.

**ADJOURNMENT**

With no additional items to discuss, the Regular Session was adjourned at 6:50 PM.

Respectfully Submitted,  
Amy Taylor, Recording Secretary

***APPROVED:***

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Secretary

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Date