

**VISTA LA JOLLA TOWNHOMES ASSOCIATION  
REGULAR MEETING MINUTES  
WEDNESDAY, MARCH 13, 2024, 6:00 PM  
COMMUNITY CLUBHOUSE**

**DIRECTORS PRESENT**

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

**DIRECTORS ABSENT**

Heidi Meyer, President

**CALL TO ORDER**

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

**EXECUTIVE COMMITTEE**

Due to the conflict between Board Members Cathy Colclasure and Kurt Swanson the Association's legal counsel was requested to attend the meeting.

As part of the discussion with the attorney and all present Board Members, Susan Ball made a motion to approve a Code of Conduct Policy; Sue Rotunno seconded the motion and the motion passed unanimously.

Susan Ball made a motion to form an Executive Committee to discuss the situation between Kurt Swanson and Cathy Colclasure; Sue Rotunno seconded the motion, and the Executive Committee was formed with the following members: Heidi Meyer, Sue Rotunno, Susan Ball.

Kurt Swanson and Cathy Colclasure spoke individually to the committee regarding their concerns.

The Association's legal counsel would be submitting letters addressed to both Cathy Colclasure and Kurt Swanson for review by the committee.

Cathy Colclasure did not return for the Regular Meeting.

**HOMEOWNER INPUT**

There were no homeowners in attendance.

**MINUTES**

Susan Ball made a motion to approve the Regular Session Meeting Minutes; Kurt Swanson seconded the motion and the motion passed unanimously.

## **FINANCIALS**

Susan Ball made a motion to approve the February 2024 financials and back reconciliations subject to audit; Kurt Swanson seconded the motion and the motion passed unanimously.

## **FISCAL ITEMS**

Delinquencies – Management reviewed that there is one delinquent account that needs action at this time. Cathy Colclasure made a motion to file a pay or lien and lien on 4415 Via Amable- APN 3451101417, Susan Ball seconded the motion and the motion passed unanimously.

8857 VIA ANDAR – Kurt Swanson made a motion to deny the request from the homeowner at 8857 Via Andar for the removal of late fees; Sue Rotunno seconded the motion and the motion passed unanimously.

2023 Annual Audit - The Board approved Greg Villard, CPA, to complete the 2023 Annual Audit. Moonstone will verify that the approval was sent and will work to provide Greg Villard with the necessary documents.

## **MAINTENANCE ITEMS**

### LANDSCAPING

Susan Ball made a motion to approve the RFP for landscaping services; Kurt Swanson seconded the motion and the motion passed unanimously. Management will work to obtain proposals from BrightView, Labahns, Watersedge, Benchmark and Heritage.

### UTILITY DOORS

We have received a generic proposal from Spooner's Woodworks Inc., and we are awaiting a proposal from Prime Co and Pacific Western Painting and Nautilus Construction.

### FRONT DOORS

The front door project has been approved at \$175.00 a door with a not to exceed amount of \$25,000.00. This project has started and about 20 doors have been cleaned at this time. The staining/oiling will begin once there is better weather conditions.

### POOLS

We are pending a proposal from Semper Solaris and there is a meeting pending with legacy power to review all options available to the Association.

We are currently pending a start date from Life Deck to repair the decks at all of the pools.

### SB326

We reviewed the proposals again from DB Construction and Pacific Western as Management was awaiting a final answer from DB Construction with regards to a pricing increase before approving one of these proposals.

### ELECTRICAL

The cabinet has been ordered and we are pending an installation date.

### BASKETBALL

The new basketball hoop has been installed.

## **ADMINISTRATIVE**

### **PICKLE BALL**

Management is scheduling appointments with CH Court Tech and Ferandell. There is a meeting scheduled for Tuesday March 12, 2024, at 9:00 am to meet with CH Court Tech.

Management has discussed this with legal counsel and there are a few options:

Vote to the membership (permanent change)

Advisory vote to the membership

Rule change 30-day notice

The procedure will be as follows:

Get bids completed 30 days.

Approval from Board then notice to the community – 45 days.

Installation of the approval -?

### **ENTRANCE TRELLIS**

Management is working with legal counsel on this matter. An advisory vote will be sent to the membership regarding the removal of the front trellis from each entrance.

### **PATIOS**

Susan Ball made a motion to send a letter with the indemnity agreement to all owners that have extended the patio; Sue Rotunno seconded the motion and the motion passed unanimously.

### **WEBSITE**

Management made the Board aware of Heidi Meyers' thoughts on the webmaster contract renewal. Kurt Swanson made a motion to approve the proposal maintenance of the website; Susan Ball seconded the motion and the motion passed unanimously.

### **INSURANCE**

Currently, we do not have a quorum. The ballot will be reviewed at the April meeting due to the additional mailing if a quorum is achieved.

### **CORRESPONDENCE**

Homeowner Violations

**4444 Via Amable** – Parking violation in abeyance \$100.00 for 6 months – all board members were in favor.

**4467 Via Realzar** – Parking violation – Kurt Swanson made a motion to fine \$100.00; Susan Ball seconded the motion – all were in favor.

**8846 Via Andar** – Trash Can violation – Sue Rotunno made a motion to fine \$100.00; Kurt Swanson seconded the motion – all were in favor.

**ADJOURNMENT**

With no additional items to discuss, the Regular Session was adjourned at 7:45 PM.

Respectfully Submitted,  
Sean DeFreitas, Recording Secretary

***APPROVED:***

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Kurt Swanson, Secretary

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Date