

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 17, 2018
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:35 p.m. in the home of 5715 Baltimore Drive #84

Directors Present:	J.B. Harrington	President
	Ginny Bolster	Vice President
	Richard Corio	Secretary
	Linda Pierce	Treasurer
	Michael Michalski	Director

Also Present: Joseph G. Apparito, CCAM Community Manager

OPEN FORUM

Members were free to speak on any matter of interest to the Community. There were no unit owners present for this meeting.

MINUTES

The Board reviewed the Open Session Meeting Minutes of 9/19/2018. A motion was made, seconded and carried to approve the Minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of 9/19/2018 in which the Board reviewed Unit Owner Correspondence, reviewed the Violation Log, held due process violation hearings and reviewed the Collection File. A motion was made, seconded and carried to approve the Minutes as presented.

FINANCIAL

Period Ending September 30, 2018

The Association President provided a written summary of the operating account and reserve account balances for this period. The operating account balance is \$109,942. The reserve account balance is \$963,409. The accounts receivable balance is \$5,305. Operating income was \$53,878 with expenses of \$60,616. The total assets for this period is \$1,097,310. A motion was made, seconded and carried to approve the financial report as presented for filing pending independent financial review.

2018 Independent Financial Review Proposal

The Board reviewed a proposal to audit the financial statements for year ending 12/31/2018 and to prepare the federal and state income tax returns. After review and discussion, a motion was made, seconded and carried to approve the proposal from Terry J. Tagwerker CPA as submitted for a cost of \$900.00.

COMMITTEE REPORTS

Architectural

There were no Improvement Request Forms submitted this period.

Landscape

A walk-thru inspection of the Community is conducted monthly on the 1st Wednesday of each month. A landscape inspection punch list dated 10/3/2018 was provided to the board for their review and instruction for any action needed. The list will be at each successive walk-thru to verify all work has been completed or if further action is needed. The Board approved several landscape improvement proposals as part of the operating budget totaling \$674.00.

Maintenance

A maintenance list of pending items dated 10/3/2018 was provided to the Board by Management for review. The list is reviewed at each successive walk-thru inspection to determine if items have been completed or if further action is needed. Several of the pending items have been verified to be completed. A new doggie bag station has been ordered to replace one that was recently vandalized.

UNFINISHED BUSINESS

Asphalt Striping Proposals

The Association has contracted with Linear Striping to restripe all parking stalls, speed bumps and asphalt stenciling throughout the community on Tuesday 11/6/2018. Notices will be distributed to all residents with additional information and instructions.

Leased Parking Agreements Review

The Board and Management reviewed the most current leased parking space spreadsheet showing who currently leases parking spaces as well as those on a waiting list. The Board reviewed current information on new leased parking agreements returned by the deadline of 10/8/2018. Returning the completed updated leased parking agreement is mandatory in order to be able to retain their leased parking space. The Board and Management determined who may still qualify and who may not qualify to retain their leased parking agreement. Any lease holders that did not submit an updated leased parking agreement has been given one more chance with a deadline of 11/1/2018 to submit their completed form or their parking lease will be terminated effective 11/1/2018. Residents that were found to not qualify will be issued notification that the parking lease has been terminated.

Proposed Amended Rules

The Board has spent the past several months reviewing the rules for any suggested or needed amendments. The amended rules have been distributed to the membership for a minimum 30 day review and comment period. The Board reviewed comments received from residents and provided responses as needed. The amended rules may be adopted at a regularly scheduled board meeting on 11/21/2018 after any member comments are received, considered and responded to by the Board.

NEW BUSINESS

Pool/Spa Resurfacing

The Board reviewed a proposal to resurface the pool and spa as recommended by the pool maintenance vendor. The reserve study indicates that it has been 9+ years since the last resurfacing of the pool and 6+ years since the last resurfacing of the spa. This item has been tabled for approval at the next regularly scheduled meeting pending obtaining competitive bids.

Pool/Spa Deck Coating

The pool and spa deck is in need of resurfacing. Proposals are being obtained for review and discussion at the next regularly scheduled meeting.

Damaged Fence Replacement

Much of the chain link fencing along the north – northeast side of the property is becoming damaged. The board reviewed a proposal from Fred’s Fencing to extend the black wrought iron picket fencing on that side of the property an additional approximately 110 feet to replace the damaged chain link.

The Board has instructed that Fred’s Fencing amend their proposal to reflect that the new iron fencing will have the curved pickets at the top. This proposal is tentatively approved with the requested changes.

ADJOURNMENT

There being no further business to come before the meeting and upon a motion made, seconded and carried, the meeting was adjourned to the Executive Session at 8:03 pm to review Correspondence, review the Violation Log and review the Delinquent Account Report.

Secretary

Date

The next scheduled Meeting of the Board of Directors is 11/21/2018