

THE MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF VISTA DEL PARQUE ASSOCIATION

September 4, 2014

ROLL CALL

BOARD MEMBERS PRESENT

Barbara De Cuir (BD)
Barbara Harshaw (BH)
Ida Miller-Krause (IMK)

OTHERS PRESENT

Steven M. Cammarata, AMS, CCAM®, CMCA
Cammarata Management, Inc. (CMI)
Jamie Collins, Recording Secretary

HOMEOWNERS

George Mansour, 4
Donna Kana, 22
Barbara Brewen, 29
Fred Brewen, 29
Patricia Jafet, 28

CALL TO ORDER

The following are the Regular Board Meeting Minutes of the Board of Directors of Vista Del Parque Association, held on September 4, 2014. Board President, Barbara De Cuir, called the meeting to order at 7:33 p.m. Barbara began the meeting addressing the issue of an outburst of a homeowner that occurred at the Annual Meeting, which was unacceptable and will not be tolerated. She went over the rules of conduct for meetings and the consequences if the behavior continues.

APPROVAL OF MINUTES

The Board approved the May 2014 Meeting Minutes with an amendment to the minutes.

A **Motion** was made and passed to accept the May 2014 Meeting Minutes with as amended. **(M/S/P- BH/IMK/ALL)**

HOMEOWNER'S FORUM

*Donna Kana asked for clarification on the financial report.

*Barbara Brewen asked the Board to remind the homeowners that the parking garage is a 5mph zone. The Board agrees.

*George Mansour asked if speed bumps should be installed in the parking garage. The Board feels a reminder to the Homeowners is sufficient to tell them to reduce their speed in the garage.

*Fred Brewen asked if homeowners can have access to the HOA financials and meeting minutes on a monthly basis. CMI has the financials available for anyone that submits a request to them in writing. As for the minutes, they are posted on the website.

*Ida Miller-Krause stated that railings should be on all staircases due to safety and liability. The Board has deferred this item to the architectural committee to research and they will report back.

*Donna Kana asked if all of the plumbing bills have been paid. There are a few minor bills left to pay. All bills should be paid by mid-October.

*Barbara Harshaw has noticed that the doors from the garage to the common areas are being left open. The Board would like to remind the residents to keep the doors closed at all times.

***BOARD ANNOUNCED THAT ADDITIONAL PARKING SIGNS WILL BE INSTALLED IN THE GUEST PARKING WHICH REQUIRES ALL GUESTS TO IDENTIFY WHAT UNIT THEY ARE VISTING WHILE THEY ARE PARKED.**

FURTHERMORE, ANY VEHICLE PARKED OVERNIGHT MUST HAVE PRIOR WRITTEN BOARD APPROVAL. THE BAORD WILL ISSUE THE PERMITS AND ANY VIOLATERS WILL BE TOWED.

TREASURER'S REPORT

The Board reviewed the Treasurer's Reports

As of August 31, 2014 -

Chase – Operating Checking

\$ 34,105.18

Chase – Operating Savings

\$ 63,273.78

Total Current Assets

\$ 97,378.96

A **Motion** was made and passed to approve the financials ending August 31, 2014. **(M/S/P=BH/IMK/ALL)**

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2014 Financial Review -The Board requests a financial audit and would like CMI to get bids. A **Motion** was made and passed to have CMI get bids for a financial audit, not to exceed \$1500. **(M/S/P=BH/IMK/ALL)**

ARCHITECTUAL COMMITTEE REPORT

Committee Members: *Tarek Mansour, Mel Green & Jon Eric De Cuir*

Roof Ladders – The roof ladders have been replaced as of 7/28/14 for the amount of \$1,310.00. A policy will be instituted regarding access to the roof. Once the policy is in place, the Board will inform the Homeowners of the procedure. A **Motion** was made and passed to have the ladders painted and the stucco repaired at a cost not to exceed \$1500. **(M/S/P=BH/IMK/ALL)**

Spa Storage Clean-Up and Storage Room – The storage room in the spa area has been completely cleaned out. Bids will be requested to remove the wall. Also the board requested that Tarek Mansour will develop a plan with Brett Levin to upgrade the gym.

Lighting Replacement/Repair – The Board commissioned Moffitt Electric to repair the existing 12 volt bulbs in the 16 light fixtures at the front of the property. Moffitt also installed 2 photocells to control all the common lighting.

2015 Reserve Study – Vista Del Parque is due for a site inspection this year. The Board has received two bids and requested a third bid before the end of September. **Motion** was made and passed to move forward with the 2015 Reserve Study. The price of the study not to exceed \$1200. **(M/S/P=BH/IMK/ALL)**

LANDSCAPING COMMITTEE REPORT

Committee Members: *Ida Miller-Krause & Jeanne Kelly*

*Jeanne reports that the landscaping crew continues to do a good job.

*CMI received a notice from Southern California Tree & Landscape informing them that the Vista Del Parque landscaping monthly bill will increase by \$22/month beginning January 1, 2015.

OLD BUSINESS

Garage Exit Gate - Byers & Butler replaced a defective chain and adjusted the (west) exit vehicle gate.

Spa Service - The Board discussed the current spa service. It was determined that the current service is sufficient and Tarek Mansour will monitor the spa company. He developed a Spa Cleaning Sign-In Sheet for the service to complete for every visit so we can track the dates of service.

Garage Clean-Up – Several owners have starting cleaning their parking spots and hope this will continue. There are still about 4-6 parking spaces in need of cleaning.

Guest Parking – An additional signs will be added to the guest parking area stating the following:

- Unit # ID Required On Dashboard
- Overnight Parking by HOA Board Permit Only
- All Violators Will Be Towed Away At Owners Expense

A **Motion** was made and passed to accept the draft for the sign with a change to line #2 to say: Overnight Parking by HOA Board Permit Only. **(M/S/P=BH/IMK/ALL)**

NEW BUSINESS

Update Governing Documents – The Board would like to update the HOA CC&R's, By-Laws, and Rules & Regulations. The Board requests that CMI obtain bids for review and vote. A **Motion** was made and passed to have CMI request bids for updating the HOA's governing documents, not to exceed \$7000. **(M/S/P=BH/IMK/ALL)**

ADJOURNMENT

The Regular Board Meeting of the Board of Directors was adjourned at 9:03 p.m.

The next meeting will be scheduled for late October/early November 2014.

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Submitted by:

Jamie Collins Date
Recording Secretary

Approved by:

Barb De Cuir Date
President

Stephanie DuBois Date
Secretary