

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 28, 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 6:33 p.m. in the home of 5715 Baltimore Drive #108

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
One (1) Unit Owners

OPEN FORUM

Members were free to speak on any matter of interest to the Community. A Member was present to discuss vehicle parking guidelines.

MINUTES

The Board reviewed the Open Session Meeting Minutes of 10/17/2018. A motion was made, seconded and carried to approve the Minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of 10/17/2018 in which the Board reviewed Unit Owner Correspondence, reviewed the Violation Log and reviewed the Collection File. A motion was made, seconded and carried to approve the Minutes as presented.

FINANCIAL

Period Ending October 31, 2018

The Association President provided a written summary of the operating account and reserve account balances for this period. The operating account balance is \$99,595. The reserve account balance is \$976,176. The accounts receivable balance is \$13,168. Operating income was \$51,851 with expenses of \$62,197. The total assets for this period is \$1,100,470.35. A motion was made, seconded and carried to approve the financial report as presented for filing pending independent financial review.

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 11/6/2018 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 \$820.00. Approval has been tabled pending funding availability.

The Board reviewed a proposal to renovate the sloped area to the north of units 121 and 132. After further review and discussion, a motion was made, seconded and carried to approve the proposal as submitted for \$3,815.00. Work will be scheduled after the New Year.

A copy of the landscape maintenance contract will be forwarded to the board for their review and consideration if additional help may be needed.

Maintenance

A maintenance list of pending items dated 11/7/2018 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 installed to replace one that was vandalized. The asphalt striping will be inspected to determine what areas have not been completed. Linear Striping will be contacted to complete these areas. The Board has instructed that all concrete steps leading up to all courtyards, etc. throughout the community have a 2” wide white strip painted on to enhance safety when dark.

UNFINISHED BUSINESS

Leased Parking Agreements Review

The Board and Management have spent the past several months updating and verifying all leased parking agreements. The Board and Management have determined who may still qualify and who may not qualify to retain their leased parking agreement. Residents that were found to not qualify have been issued notification that the parking lease has been terminated. Residents on the waiting list are being contacted to advise that spaces are available.

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. A motion was made, seconded and carried to adopt the amended rules to be effective immediately.

NEW BUSINESS

Pool/Spa Resurfacing

The Board reviewed competing proposals to resurface the pool and spa as well as update any components to comply with current county codes. 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. After further review and discussion, a motion was made, seconded and carried to approve the proposal from Aquaspecs for a cost of \$31,090.00.

Pool/Spa Deck Coating

The pool and spa deck is in need of resurfacing. Competitive proposals are being obtained for review and discussion at the next regularly scheduled meeting. The Board reviewed a proposal from Life Deck to clean, repair, prep and apply an acrylic topcoat and clear coat. A motion was made, seconded and carried to approve the proposal as submitted with condition that any other competitive proposals are a higher cost for the same scope of work.

Damaged Fence Replacement

Much of the chain link fencing along the north – northeast side of the property is becoming damaged. The board reviewed an amended 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 a damaged portion of the chain link fencing. The new iron fencing will be 7’ tall and have 45 degree curved pickets at the top. A motion was made, seconded and carried to approve the proposal as submitted for a cost of \$7,950.00.

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 7:51 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 12/19/2018