

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
FEBRUARY 20, 2019
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 #72

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 Members present for this meeting.

MINUTES

The Board reviewed the Open Session Meeting Minutes of 1/16/2019. A motion was made, seconded and carried to approve the Minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of 1/16/2019 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 January 31, 2019

The Association President provided a written summary of the operating account and reserve account balances for this period. The operating account balance is \$113,950. The reserve account balance is \$1,000,523. The accounts receivable balance is \$13,736. Operating income was \$45,956 with expenses of \$49,244. The total assets for this period is \$1,137,119. 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 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 2/6/2019 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. Several minor maintenance proposals totaling \$340.00 was approved.

Maintenance

A maintenance list of pending items dated 2/6/2019 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. The Board reviewed a proposal to replace the damaged seat boards on both benches at the pool area. This item has been tabled pending obtaining additional bids. The Board and Management shall work to obtain bids to replace the pool lounges with aluminum frame lounges.

UNFINISHED BUSINESS

Tree Maintenance 2019

Green Horizons has begun trimming and removing several trees throughout the community. Notices have been posted at the mailbox bulletin board. There have been no issues or complaints to date.

Damaged Concrete/Asphalt Swale Replacement

The Board reviewed competing proposals to remove and replace damaged portions of concrete swale and street asphalt near the garage of unit 31. After further review and discussion, a motion was made, seconded and carried to approve the proposal from J&S Asphalt for a cost of \$4,110.00.

NEW BUSINESS

Major Roof Maintenance Review

The Association has requested proposals from licensed and insured Roofing contractors to remove all of the existing tile and replace the existing felt underneath, replace valley's and flashings and reinstall the tiles. Peterson Roofing has submitted a proposal for this work. This item has been tabled to the next meeting pending obtaining additional competitive bids.

2019 Annual Meeting & Election

The Association's Annual Meeting and Election is scheduled for Wednesday, May 15, 2019. The Meeting will be held at 6:30 p.m. at 5715 Baltimore Drive La Mesa, CA 91942 in the courtyard near the front of unit 106. The purpose of the meeting shall be to elect two (2) Members to the Board of Directors. The two (2) Members elected shall serve for terms of two (2) years.

A quorum consisting of a majority of the Members (79) must be represented in person or by secret ballot to conduct business. Management shall act as Inspector of Election.

Vehicle Parking Enforcement

A notice shall be posted at the mailbox bulletin board outlining the parking enforcement guidelines and rules so residents may better understand how and why vehicles are tagged and sometimes towed for not following the vehicle parking rules.

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 7:16 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 3/20/2019