

**VISTA PARK VILLAS**  
**CONDOMINIUM ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**January 15, 2019**

**\*\*\*M I N U T E S\*\*\***

The Board of Directors meeting of Vista Park Villas Condominium Association was called to order at 5:35 p.m. Directors present were Lorena Rosas, Linda Trettin, Robin Clift and Clarence Mauhili. Jonny Sensenbaugh was absent. Danielle Mancini was also present representing HOA Services.

Guest owners in attendance - Rick Trettin and Dave Barry.

**OPEN FORUM** – Clarence mentioned the damage to the building at 1223's garage entrance. He wanted to make sure the owner reported it to the Association, which she did and the repair has been given to Precision Home Maintenance.

**MINUTES** – The minutes of the regular session and executive session meetings held on November 27, 2018 were then reviewed. Lorena made a motion to approve both sets of meeting minutes, Robin seconded the motion, all in favor, no opposed, motion carried.

**FINANCIAL REPORT** – The November, 2018 financial statements were reviewed. Linda reported that as of November 30th, the operating balance was \$79,039.75 and reserve balance \$153,365.70. The December financials were not completed due to the early date of this meeting but she reminded everyone that there were 2 slab leaks totaling about \$13,000.00 that will again reduce the balance in reserves.

Delinquencies were then discussed. Linda stated that legal has filed the notice of default on the one delinquent owner so we are now in the 90-day waiting period after which we can foreclose. She will check to see if this owner files bankruptcy before the next meeting. There are no other owners more than two months delinquent.

Linda then made a motion to approve the financial report from November, 2018, Robin seconded the motion, all in favor, no opposed, motion carried.

**VIOLATION HEARING – 1200 MARIPOSA COURT** – The owner failed to appear at this hearing and the sliding screen door screen and handle are still in disrepair. Linda made a motion to fine the owner \$150.00 plus a \$15.00 administration fee, then a \$300.00 fee for every month the screen door remains in disrepair, Clarence seconded the motion, all in favor, no opposed, motion carried.

**COMMITTEE REPORTS – Architectural** – 1131 Madera requests a new screen door. Board will approve this request conditioned on the fact that the new door can not penetrate the stucco and should be attached to the existing wood door jamb, with no additional wood added.

1127 Madera requests approval to install new vinyl windows. The Board will approve this request conditioned on receiving a fully executed and recorded Maintenance Indemnity Agreement and a copy of the approved City Permit within 30 days. The installation is to meet all the Association's window and door retrofit guidelines as posted on the Association's website.

The Board agreed that they must be more vigilant in making sure that certain type architectural requests that affect the exteriors of the building be approved with a recorded Maintenance Indemnity Agreement. Lorena volunteered to make a list of all units that already have new windows so we can follow up to make sure each unit owner has submitted the Maintenance Indemnity Agreement.

**Landscape** – The December walk was done with the arborist. The committee agreed to address all trees that are within 12 feet of the buildings and that overhang the buildings and consider those for removals.

The committee also discussed the workers eating lunch on site and agreed this was ok moving forward.

**Maintenance** – Committee Chair, Rick Trettin stated most any screen door can be installed using an "L" bracket which will not affect the stucco at all. He also stated that retrofit windows do require a City permit and if an owner does not get one, Code Enforcement can be notified and they can violate the owner.

**Parking** – Committee Chair, Janet Campbell was not present. No report at this time.

**Security** – Committee Chair, Janet Campbell was not present. No report at this time.

**Rules and Regulations** – Still a work in progress, no report at this time.

**MANAGEMENT REPORT** – Duly noted is that the Paving repair work will be done on February 7<sup>th</sup>. Dante will be asked to provide a bid within two weeks or we will turn this bid work over to Precision Home Maintenance. Landscape workers will be allowed to eat their lunch on-site provided all trash is picked up and discarded properly. Budget calculation information was duly noted.

**UNFINISHED BUSINESS** – Linda made a motion to continue pool gate card suspensions for any owners still not in compliance with the rules and/or delinquent, Robin seconded the motion, all in favor, no opposed, motion carried.

The trash enclosure rebuilding bid and the wrought iron repair along Arcadia bid were not received in time for this meeting. Decision is tabled.

Legal Opinion from Feist, Vetter, Knauf and Loy on legal ownership was duly noted.

**NEW BUSINESS** – Bemus Landscape bids were then reviewed. Linda made a motion to approve the 2019 Warm Season Tree Pruning for \$2,137.00, Clarence seconded the motion, all in favor, no opposed, motion carried.

Clarence then made a motion to approve the tree removal, Option #2 at 1223 Mariposa Court for \$2,235.00, Robin seconded the motion, all in favor, no opposed, motion carried.

The palm tree fertilization bid was declined.

Clarence made a motion to approve the planting at the front of 1222 Mariposa Court for \$393.48, Robin seconded the motion, all in favor, no opposed, motion carried.

Clarence made a motion to approve the miscellaneous planting for \$460.83 but to hold off until the spring except for the block wall which should be done asap, Linda seconded the motion, all in favor, no opposed, motion carried.

Clarence made a motion to approve the lantana planting on the outside bank along Vista Way for \$549.50, Lorena second the motion, all in favor, no opposed, motion carried.

The bid to remove the Brazilian Pepper Tree for \$919.25 was tabled as it was agreed that this may not be the correct tree. We will take a picture on the February walk and then get a new bid for consideration.

Coastline Construction Bids and Dynamix Painting Bids were reviewed. It was agreed with the additional slab leaks and the paving work being done, we should only do one building. It was agreed that building 1189-1195 Madera would be the next building. Linda made a motion to approve the Coastline bid for that building minus the fence replacement cost at 1195. Lorena seconded the motion, all in favor, no opposed, motion carried. Linda also motioned to approve the Dynamix bid for \$4,600.00 with an additional amount for painting the fence the building color at 1195, Lorena seconded that motion, all in favor, no opposed, motion carried.

2019-20 Budget Draft was reviewed. Several minor changes were made. Lorena made a motion to approve the draft with the suggested changes keeping the monthly fee at \$390.00 (no increase), Robin seconded the motion, all in favor, no opposed, motion carried.

Audit bids were then reviewed. Robin made a motion to have Beck and Company do the audit for a cost of \$1,035.00, Lorena seconded the motion, all in favor, no opposed, motion carried.

With no further regular business to discuss, the meeting was adjourned at 8:00 p.m.