

**Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
January 25, 2024**

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:05 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Lorena Rosas	President
Adriana Vargas	Vice President
Linda Trettin	Treasurer
Maura Wolfe	Director

Also Present

Leah Slutskey, Community Manager from Associa N.N. Jaeschke.

Summary of Executive Session

Manager reviewed the Executive Meeting held on December 28, 2023, to include approval of the meeting minutes, Delinquency and Violation report review.

Homeowner Forum

- Fire extinguishers
- Electrical panels

Approve Minutes from Prior Meeting

Trettin made a motion to approve the December 28, 2023, Open Session Meeting Minutes contingent to the change of tree trimming being tabled to the next meeting. Vargas seconded the motion, and they were unanimously approved.

Financial Statement

The Board tabled the November Financials until applicable revisions have been made.

2024-2025 Budget

Rosas made a motion to approve the budget as presented with a 10% increase. Trettin seconded the motion, and it was unanimously approved.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report and directed Management to update the reports and rule out action as directed.

Action Items

The Board reviewed the action list for informational purposes from the last meeting.

Committee Reports

Nothing was brought up at the time of the meeting.

Old Business

Landscape Proposals

The Board tabled the proposal until a revised version is obtained.

Asphalt Repair Proposals

Vargas made a motion to approve AMS' proposal for \$100,000.00 to replace 16,000 square feet of asphalt at 4' out of the most affected damaged areas upon the contingency that the price can be locked in until after rainy season. Trettin seconded the motion, and it was unanimously approved.

Roof Tile Repair & Maintenance Proposals

Vargas made a motion to approve Antis Roofing's proposal for \$8,990.00 to replace 100 roof tiles per Mansard code in the most affected damaged areas. Trettin seconded the motion, and it was unanimously approved.

Rules & Regulations / Policies

The Board reviewed legal counsel's proposed recommendations and finalized their decision in modifying the landscape and planting Rules & Regulations. Vargas made a motion to approve the, was seconded by Rosas, and was unanimously approved.

Electrical Insight & Invoice Ratifications

Wolfe made a motion to ratify emergency approval totaling \$9,297.24 for panel replacement servicing units 1157, 1163, 1159, and 1161. Rosas seconded the motion, and it was unanimously approved.

New Business

Architectural Applications

Vargas made a motion to contingently approve 1185 Madera's architectural application upon filling out an indemnity agreement per the window & door policy in place, as well as providing the contractor's COI that lists the HOA & their unit as additionally insured, and obtaining a permit by the City. Trettin seconded the motion, and it was unanimously approved.

Annual Calendar

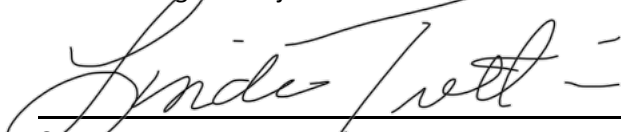
The Board reviewed the 2024 Annual Calendar for informational purposes.

Next Meeting Date


The next meeting is currently scheduled for February 22, 2024.

Adjournment

The meeting was adjourned at 7:49 PM.



Secretary Treasurer



Date

**Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
February 22, 2024**

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:29 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Lorena Rosas	President
Adriana Vargas	Vice President
Linda Trettin	Treasurer

Directors Absent

Maura Wolfe	Director
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Also Present

Leah Slutskaya, Community Manager from Associa N.N. Jaeschke, and 4 homeowners.

Summary of Executive Session

Manager reviewed the Executive Meeting held on January 25, 2024, to include approval of the meeting minutes, Delinquency and Violation report review.

Homeowner Forum

- Leaks
- Doors
- Trees
- Gutters
- Railings
- Dumpsters

Approve Minutes from Prior Meeting

Vargas made a motion to approve the January 25, 2024, Open Session Meeting Minutes contingent to the change of tree trimming being tabled to the next meeting. Trettin seconded the motion, and they were unanimously approved.

Financial Statement

The Board reviewed November & December 2023's financials and tabled their approval until further review.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report and directed Management to update the reports and rule out action as directed.

Action Items

The Board reviewed the action list for informational purposes from the last meeting.

Committee Reports

Nothing was brought up at the time of the meeting.

New Business***Revised Tree Maintenance Proposal***

Vargas made a motion to approve Holmes Landscape proposal to provide tree maintenance totaling \$5,768.45 after the Board's review & revisions. Trettin seconded the motion, and it was unanimously approved.

Annual Calendar

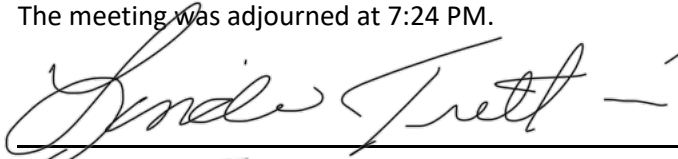

The Board reviewed the 2024 Annual Calendar for informational purposes.

Next Meeting Date

The next meeting is currently scheduled for March 28, 2024.

Adjournment

The meeting was adjourned at 7:24 PM.

	
Secretary _____	Date _____
Treasurer ✓	

**Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
March 28, 2024**

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:48 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Lorena Rosas	President
Adriana Vargas	Vice President
Linda Trettin	Treasurer

Directors Absent

Maura Wolfe	Director
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Also Present

Leah Slutskaya, Community Manager from Associa N.N. Jaeschke.

Summary of Executive Session

Manager reviewed the Executive Meeting held on February 22, 2024, to include approval of the meeting minutes, Delinquency and Violation report review.

Homeowner Forum

Nothing was discussed at the time of the meeting.

Approve Minutes from Prior Meeting

Rosas made a motion to approve the February 22, 2024, Open Session Meeting Minutes. Trettin seconded the motion, and they were unanimously approved.

Financial Statement

The Board reviewed November & December 2023's financials, as well as January 2024's, the 5380 Resolutions, and tabled their approval until further discussion with accounting. Trettin made a motion to approve Reserve Contributions to reflect the following April-September 2024 for \$9,037.75, and October 2024-March 2025 for \$15,704.42. Vargas seconded the motion and it was unanimously approved.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report and directed Management to update the reports and rule out action as directed.

Action Items

The Board reviewed the action list for informational purposes from the last meeting.

Committee Reports

Maintenance was discussed regarding the recent pool fence replacement project, and the Board had reviewed another proposal received from Balboa Fence totaling \$8,500.00 to replace the fence and railing by units 1195 & 1187. Vargas made a motion to approve the proposal, Trettin seconded it, and it was unanimously approved.

New Business

Stormwater Drain Proposal

Vargas made a motion to approve Waterwerx's option one proposal to hydrojett stormwater drains within the community for \$4,645.00, as well as bi-annual drain cleaning for \$950.00 Trettin seconded the motion and it was unanimously approved.

Landscape Proposal

Trettin made a motion to approve Holmes Landscape's proposal to address weed control for \$226.84. Vargas seconded the motion, and it was unanimously approved.

Annual Roofing Maintenance Proposals

Trettin made a motion to approve Premier Roofing's proposal to provide annual roof maintenance to all the flat membrane roofs within the community for \$12,612.00. Vargas seconded the motion, and it was unanimously approved.

CPA Engagement Proposal

Trettin made a motion to approve Beck & Company to perform last year's taxes for \$1,180.00. Rosas seconded the motion, and it was unanimously approved.

Annual Calendar

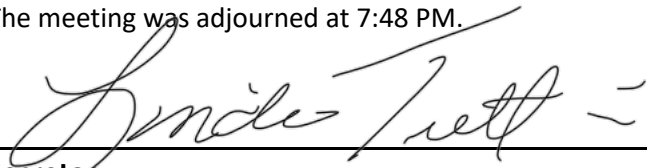
The Board reviewed the 2024 Annual Calendar for informational purposes.

Next Meeting Date

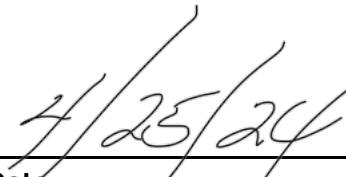
The next meeting is currently scheduled for April 25, 2024.

Adjournment

The meeting was adjourned at 7:48 PM.



Secretary
Treasurer ✓



Date

**Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
April 25, 2024**

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:23 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Adriana Vargas	Vice President
Linda Trettin	Treasurer (via telephone)
Maura Wolfe	Director

Directors Absent

Lorena Rosas	President
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Also Present

Leah Slutskaya, Community Manager from Associa N.N. Jaeschke.

Summary of Executive Session

Manager reviewed the Executive Meeting held on March 28, 2024, to include approval of the meeting minutes, Delinquency and Violation report review.

Homeowner Forum

Nothing was discussed at the time of the meeting.

Approve Minutes from Prior Meeting

Trettin made a motion to approve the March 28, 2024, Open Session Meeting Minutes. Vargas seconded the motion, and they were unanimously approved.

Financial Statement

Trettin made a motion to approve the February 2024 financials as well as the 5380 Resolutions. Vargas seconded the motion, and it was unanimously approved. Vargas made a motion to lien APN # 173-470-02-05, seconded by Wolfe, and was unanimously approved.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report and directed Management to update the reports and rule out action as directed.

Action Items

The Board reviewed the action list for informational purposes from the last meeting.

Committee Reports

Nothing was discussed at the time of the meeting.

Annual Calendar

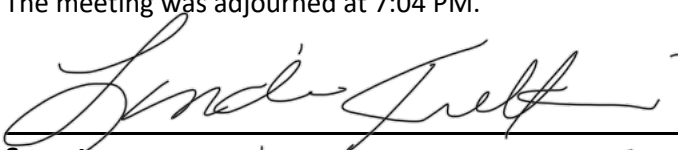
The Board reviewed the 2024 Annual Calendar for informational purposes.

Next Meeting Date

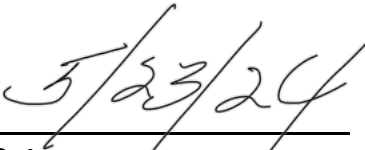
The next meeting is currently scheduled for May 23, 2024.

Adjournment

The meeting was adjourned at 7:04 PM.



Secretary Treasurer



Date

**Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
May 23, 2024**

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:02 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Lorena Rosas	President
Adriana Vargas	Vice President
Linda Trettin	Treasurer (via telephone)

Directors Absent

Maura Wolfe	Director
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Also Present

Leah Slutskaya, Community Manager from Associa N.N. Jaeschke.

Summary of Executive Session

Manager reviewed the Executive Meeting held on April 25, 2024, to include approval of the meeting minutes, Delinquency and Violation report review.

Homeowner Forum

- Asphalt
- Trees

Approve Minutes from Prior Meeting

Trettin made a motion to approve the April 25, 2024, Open Session Meeting Minutes. Rosas seconded the motion, and they were unanimously approved.

Financial Statement

Trettin made a motion to approve the March 2024 financials as well as the 5380 Resolutions. Vargas seconded the motion, and it was unanimously approved.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report and directed Management to update the reports and rule out action as directed.

Committee Reports

Nothing was discussed at the time of the meeting.

New Business

Architectural Application

The Board reviewed unit 1131's application to add a palm plant in common area. The Board denied the application due to potential building damages it may cause due to exponential growth.

Deck Proposal

The Board tabled the proposal until further inspections can take place.

Annual Calendar

The Board reviewed the 2024 Annual Calendar for informational purposes.

Action Items

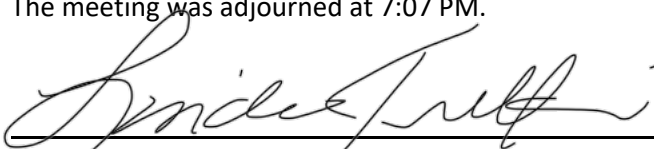
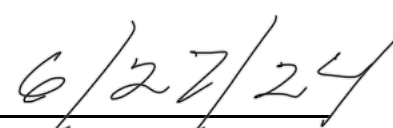
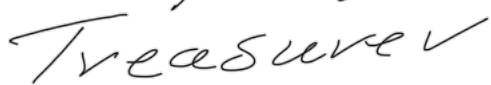
The Board reviewed the action list for informational purposes from the last meeting.

Next Meeting Date

The next meeting is currently scheduled for June 27, 2024.

Adjournment

The meeting was adjourned at 7:07 PM.

	
Secretary	Date
	
Treasurer	

**Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
June 27, 2024**

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:07 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Lorena Rosas	President
Adriana Vargas	Vice President
Linda Trettin	Treasurer (via telephone)
Maura Wolfe	Director

Also Present

Leah Slutskey, Community Manager from Associa N.N. Jaeschke.

Summary of Executive Session

Manager reviewed the Executive Meeting held on May 23, 2024, to include approval of the meeting minutes, Delinquency and Violation report review.

Homeowner Forum

-Asphalt
-Trees

Approve Minutes from Prior Meeting

Trettin made a motion to approve the May 23, 2024, Open Session Meeting Minutes. Vargas seconded the motion, and they were unanimously approved.

Financial Statement

Trettin made a motion to approve the April 2024 financials as well as the 5380 Resolutions. Rosas seconded the motion, and it was unanimously approved. Trettin made a motion to lien APN (pending) , was seconded by Vargas and unanimously approved. Trettin made a motion to approve a lien authorization resolution on APN 173-470-02-05. Vargas seconded the motion, and it was unanimously approved.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report and directed Management to update the reports and rule out action as directed.

Committee Reports

Nothing was discussed at the time of the meeting.

Old Business

Deck Proposal

The Board requested that Management obtain a proposal from Rarified Air for asbestos testing in regard to unit 1124 prior to drywall demo to investigate a possible common area leak.

New Business

Annual Fire Proposal

Trettin made a motion to contingently approve Fire SVC Corp's proposal totaling \$1,147.96 for safety services, in the event that Fire Hawk fails to submit a proposal within one weeks' time. Rosas seconded the motion and it was unanimously approved.

Annual Calendar

The Board reviewed the 2024 Annual Calendar for informational purposes.

Action Items

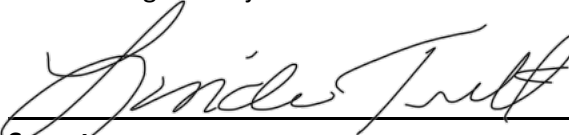
The Board reviewed the action list for informational purposes from the last meeting.

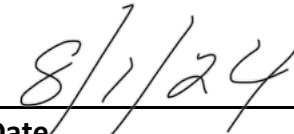
Next Meeting Date

The next meeting is tentatively scheduled for August 1, 2024.

Adjournment

The meeting was adjourned at 6:59 PM.


Secretary


Date

Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
August 22, 2024

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:04 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Adriana Vargas	Vice President
Linda Trettin	Treasurer
Maura Wolfe	Director
Carol Gentile	Director

Directors Absent

Lorena Rosas	President
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Also Present

Leah Slutskaya, Community Manager from Associa N.N. Jaeschke.

Summary of Executive Session

Manager reviewed the Executive Meeting held on June 27, 2024, to include approval of the meeting minutes, Delinquency and Violation report review.

Homeowner Forum

- Parking
- Doors

Approve Minutes from Prior Meeting

Vargas made a motion to approve the June 27, 2024, Open Session Meeting Minutes. Wolfe seconded the motion, and they were unanimously approved.

Financial Statement

The Board reviewed the May & June 2024 financials as well as the 5380 Resolutions per civil code. Per California Civil Code 5705(c), this item serves to document action taken by the Board in executive session to involve the association's collection attorney in delinquent account proceedings, which may result in foreclosure action by the association against the property mentioned: APN 173-470-02-05. Per California Civil Code 5705(c), the majority of the Board approved and voted to proceed with pre-lien followed by lien applicably of the following account: 173-470-02-03.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report and directed Management to update the reports and rule out action as directed.

Committee Reports

Nothing was discussed at the time of the meeting.

New Business

Lighting

Trettin announced that dimmers were ordered and three packs of shoebox lights with conversion kits are to be ordered for replacement. Trettin made a motion seconded by Gentile to approve a do not exceed amount of \$1,000.00 and was unanimously approved.

Insurance Policies

No proposals for renewal were received by the time of the meeting and was tabled to the next meeting.

Breakers Replacement Proposals

Pages: N/A

Trettin made a motion to approve Knight Power and Electric totaling \$8,248.99 to install breakers throughout the community. Vargas seconded the motion, and it was unanimously approved.

Plumbing Ratification

Trettin made a motion to ratify Hanna Plumbing's proposal for the approved work to address a slab leak at 1162, totaling \$8,705.00. Wolfe seconded the motion and it was unanimously approved.

Common Area Repairs Proposal

Trettin made a motion to approve Woodmark's proposal totaling \$7,860.00 to remove and replace a sliding glass door. Vargas seconded the motion and it was unanimously approved.

Discussions

The Board discussed the following as well –

-Garage doors to be replaced by owners by March 30th, 2024, with no windows in them.

Annual Calendar

The Board reviewed the 2024 Annual Calendar for informational purposes.

Action Items

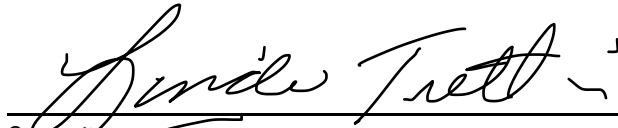
The Board reviewed the action list for informational purposes from the last meeting.

Next Meeting Date


The next meeting is tentatively scheduled for September 26, 2024.

Adjournment

The meeting was adjourned at 7:23 PM.



Secretary Treasurer



Date

**Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
September 26, 2024**

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:01 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Lorena Rosas	President
Adriana Vargas	Vice President
Linda Trettin	Treasurer
Maura Wolfe	Director

Directors Absent

Carol Gentile	Director
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Also Present

Leah Slutskaya, Community Manager from Associa N.N. Jaeschke, and three homeowners.

Summary of Executive Session

Manager reviewed the Executive Meeting held on June 27, 2024, to include approval of the meeting minutes, Delinquency and Violation report review.

Homeowner Forum

- Landscaping
- Trees

Approve Minutes from Prior Meeting

Vargas made a motion to approve the August 22, 2024, Open Session Meeting Minutes. Trettin seconded the motion, and they were unanimously approved.

Financial Statement

Trettin made a motion to approve the July & August 2024 financials as presented. Vargas seconded the motion, and they were unanimously approved along with the 5380 resolutions.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report and directed Management to update the reports and rule out action as directed.

Committee Reports

The Board discussed hand carried architectural applications. Upon review, Trettin made a motion to approve applications received for garage replacement from units 1181, 1163, 1140, and 1106 upon Management receipt. Vargas seconded the motion and they were unanimously approved.

New Business

Insurance Policies

The Board reviewed the most recent correspondence received from the insurance representative. The topic was tabled until updated proposals have been received.

Inspector of Elections Proposals

Vargas made a motion to approve Ballot Box's proposal for the upcoming annual meeting by acclamation totaling \$561.80. The motion was made with the contingency that they can provide updated pricing on electronic delivery once the Election Rules can be updated per 2025 capabilities. The Board also requested that the financial information regarding the Corporate Transparency Act and Its Impact on HOAs be included in the mailing.

Hydro Jetting Proposal

Trettin made a motion to approve Water Werx's proposal to hydrojett within the community for up to \$2,440.00 under the contingency that they can provide identification of which areas they will be hydrojetting. Vargas seconded the motion and it was unanimously approved.

Plumbing Ratification

Trettin made a motion to ratify approval of Hanna's contract for slab leak work at 1158, totaling \$8,705.00. Rosas seconded the motion and it was unanimously approved.

Common Area Repairs

The Board decided to unanimously rescind Woodmark's prior proposal to do additional work in unit 1181's garage to address a leak. The Board requested additional proposals for further review.

Annual Calendar

The Board reviewed the 2024 Annual Calendar for informational purposes.

Action Items


The Board reviewed the action list for informational purposes from the last meeting.

Next Meeting Date


The next meeting is tentatively scheduled for October 24, 2024.

Adjournment

The meeting was adjourned at 7:22 PM.



Secretary



Date

Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
October 24, 2024

-
Executive meeting hearing

Not held, owner didn't appear

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 6:06 PM in the onsite meeting room. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present

Lorena Rosas	President
Maura Wolfe	Secretary
Linda Trettin	Treasurer

Directors Absent

Adriana Vargas	Vice President
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Management

NNJ Community Manager absent

-
Summary of Executive Session

September 26, 2024 minutes not available

Homeowner Forum

- garage door replacement
- pests
- leaks

Approve Minutes from Prior Meeting

September 26, 2024 minutes not available

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Financial Statement

Board members reminded to obtain their FinCen numbers as required by government.

The September financials weren't available. The Board reviewed outstanding invoices from Strongroom awaiting NNJ Manager approval. The Board discussed the absence of the Annual Audit for Review.

Work Order & Compliance Reports

The Board reviewed the work order and compliance report found on Town Square.

Board member to discuss parking space number security issue.

Committee Reports

Nothing was discussed at the time of the meeting.

New Business

- a. Trettin made a motion to approve 1170 architectural application for a new metal garage door, seconded by Wolfe, unanimously approved.
- b. Trettin made a motion to ratify the new Master Insurance & finance plan, along with ratification of 1158's remediation. Motion was seconded by Wolfe and unanimously approved.
- c. Trettin made a motion to approve a Special Assessment to cover the budget shortfall caused by the termination of the Master Insurance, followed by the necessity of obtaining insurance through California's FAIR plan (insurance of last resort). Rosas seconded and the motion unanimous passed. Motion made Rosas to send draft to Attorney for review and seconded by Trettin. Motion unanimously passed.
- d. Discussed address plaques options to meet Fire Inspector's January 15, 2025 deadline on violations.
- e. Not discussed.

Action Items

Management not present for review

Annual Calendar

The Annual calendar was not available.

Action Items

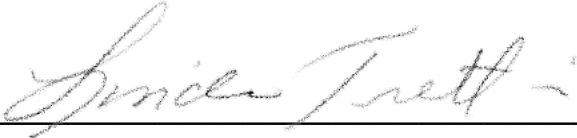
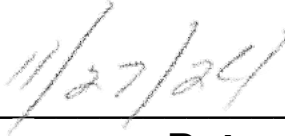
Not available

Next Meeting Date

The next meeting is tentatively scheduled for November 21, 2024.

Adjournment

The meeting was adjourned at 7:34PM.

Secretary **Date**

Vista Park Villas Homeowners Association Zoom Open Session Board Meeting Minutes November 22, 2024

Call to Order and Introductions:

The open session meeting for the Vista Park Villas Homeowners Association was called to order at approximately 10:30AM via Zoom. The following Directors were in attendance, constituting a quorum of the Board:

Directors Present:

President Lorena Rosas, Secretary Maura Wolfe, Treasurer Linda Trettin and later Vice President Adriana Vargas.

Due to the meeting being held during Board members work hours, Maura Wolfe left the meeting halfway through at which time Vice President Adriana Vargas came into the meeting.

NNJ Interim Manager Charise McLaughlin hosted the Zoom meeting

NOTE: These minutes were created by the Vista Park Villas Board to the best of the Board's recollection as no minutes have been provided by NNJ and the Board can only recall that all the items on the Agenda were all unanimously approved. Both the Agenda and the Board packet were created by the Board.

Homeowner Forum:

One homeowner was present and inquired on the status of her leak. Charise said she would look into it and get back to the owner.

Minutes:

October minutes created by the Board were unanimously approved.

September minutes were not provided to the Board by NNJ

Financials:

September financials were reviewed.

NNJ Manager was directed to instruct accounting to post the special assessment approved at the Board hosted October meeting. The Board conducted the members mailing.

The Board unanimously approved Beck & Beck's draft Financial Review.

NNJ Manager was asked why the Board didn't receive the Review before the mailing deadline (8/31/2024). The Manager stated she would look into it.

BOI filing is currently on hold.

The Board inquired as to the status of a foreclosure action. The Manager said she would look into it.

Work Order and Compliance Reports:

Manager said she would look into several leak reports

Committee Reports: Landscape/ Security/ Maintenance

The Board unanimously approved Enhanced Landscape's Contract increase.

Landscape slope proposal was not supplied

New Business:

Interim Manager doesn't have an estimate when a new Manager will be assigned.

Interim Manager doesn't have any future dates for walkthroughs/meetings at this time.

The Board unanimously voted that NNJ is to cease walkthroughs without a Board Member present

Old Business:

Discussed whether LED lights need new sensors or the entire LED shoebox light replaced.

Unanimous ratification of the 1181 Madera Lane emergency reroute

The Board unanimously approved Lloyd's Pest Control to fumigate buildings 1108 and 1180 Madera Lane.

The Board unanimously voted to approve the address signage mandated by the Vista Fire Inspector and provided by Omni Graphics.

The Board inquired as to the status of 1181 Madera Lane's leak issue.

The Board inquired as to the status of 1158 Madera Lane's remediation.

Charise, the NNJ Interim Manager told the Board she will look into it.

The Annual Calendar was reviewed and the NNJ Manager was reminded again the deadline had passed for the Financial Review.

Action Items:

The action items were reviewed, The Manager said she would look into the outstanding action items.

Adjournment - sometime before 12:30Pj

Sunder Tull - 2/27/25