

Vista Park Villas Homeowners Association
Open Session Board Meeting Minutes
January 23, 2025

Call to Order and Introductions

The open session meeting for the Vista Park Villas Homeowners Association was called to order at 7:00PM 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
Maura Wolfe	Secretary
Linda Trettin	Treasurer

Management

NNJ Community Manager is unavailable onsite or in the PM hours

Homeowner Forum

- leaks inquiry
- request for refund of plumbing bill
- tree concerns
- billing questions
- volunteers
- issues with graffiti/damage/garbage
- Solar architectural application progress inquiry
- double billing of special assessment inquiry
- comments concerning lack of Management response

Approve Minutes from Prior Meeting

September and November NNJ Minutes requested, but are unavailable

Financial Statements

October, November, December financial statements obtained from Town Square were tabled

Delinquencies

No new delinquencies

Updated on foreclosure action by Treasurer

Work Order & Compliance Reports

The Board reviewed the work orders obtained from Town Square.

Committee Reports

Linda, discussed the landscape/violation walk. Nikki Pasenilli was present. The repaired irrigation backflow was discussed. NNJ 's after hours call center was unable to reach the Manager. A Board member turned the valve off. The date and time for the next is scheduled walk is for February 27 at 3:00PM with both Nikki Pasenelli of NNJ and Adam Chiri of Enhanced Landscape.

Maintenance

Old Business:

A motion was made by Linda, seconded by Adriana and unanimously approved to accept Coastline Construction's proposal to repair 1181's ongoing leak for \$3500.00

New Business

- a. Linda made a motion to approve the architectural applications for metal garage doors on 1214 and 1124, seconded by Adriana, unanimously approved.
- b. A motion was made by Adriana, seconded by Linda, for unanimous approval, conditioned on the pending receipt of the required documents and check, on the Solar Panel Plan Architectural Application for 1172 Madera Ln. Conditions are pending receipt of required documents and deposit check.
- c. A motion was made by Adriana, seconded by Maura, and unanimously approved to amend the Election Rules to accommodate electronic voting. This will reduce printing costs and

help achieve a quorum by making it easier to vote. Linda will mail the owner notifications.

- d. Budget - NNJ Budget draft unavailable.
- e. A motion was made by Treasurer, Linda, seconded by Adriana and unanimously approve the Treasurer's 2025-2026 budget draft.
- f. This budget raises monthly dues to \$490 per unit.
- e. Termite tenting - A motion was made by Adriana, seconded by Maura with unanimous approval to for tenting by Lloyd's Pest Control on the 1108 and 1180 Buildings for \$5305.00 each.
- f. A motion was made by Linda, seconded by Adriana and unanimously approved to ratify 1190 and 1191 Madera Lane's emergency reroute approvals for \$8705. each.

Action Items

Not available from NNJ Management

Annual Calendar

The 2025 Annual Calendar supplied by Board member

Action Items

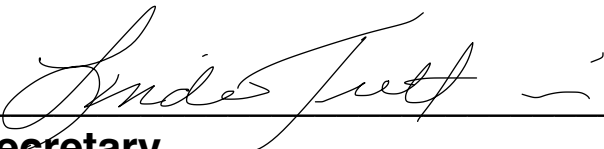
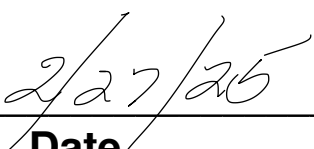
Not supplied by NNJ

Next Meeting Date

The next meeting is scheduled for February 27, 2025 at 6:00PM.

Adjournment

The meeting was adjourned at 8:20PM.

Secretary  **Date** 

VISTA PARK VILLAS HOMEOWNERS' ASSOCIATION

MINUTES OF MEETING BOARD OF DIRECTORS FEBRUARY 27, 2025

A regular meeting of the Board of Directors was called to order by President, Gary Cole at 12:01 p.m. on Tuesday, February 27, 2025, at the on-site storage area next to the pool.

A quorum was established as the following Directors were in attendance:

Directors present: Lorena Rosas, President
Adriana Vargas, Vice President
Linda Trettin, Secretary/Treasurer
Maura Wolfe, Director

- Side note: There was no absent Director, since there is 1 vacant seat.

Also present: Gina Falcon-Heneghan, ASSOCIA-N.N. Jaeschke's Sr. Community Association Manager, Interim
Maria Figueroa, owner of 1125 Madera
Glena Rooney, owner of 1181 Madera
Sujan Mishra, owner of 1189 Madera
Shelly Woody, owner of 1124 Madera

INTRODUCTIONS

At this time, introduction of the Board members and the interim manager were performed since there were owners in attendance.

PRESIDENT'S MESSAGE

No message was provided at this time, but management was direct to run the meeting.

EXECUTIVE SESSION SUMMARY

Management announced there was an Executive Session held in January for the change in management company decision and then prior to this meeting but it was a hearing that was canceled as the owner complied with tenting request.



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MEMBER OPEN FORUM – PROPOSED ELECTION RULES (6:05 pm)

At this time, the floor was open to member comments related to the proposed election rules. Hearing and/or received no comments to the topic, a motion was made, seconded, and carried to close the floor to comments.

OPEN TIME FOR HOMEOWNERS (6:10 p.m.)

At this time, the following comments were made -

1. The volunteering of certain owners to assess the Board/Community with common area issues, which consisted of -
 - The graffiti clean-up.
 - The installation of poop bag stations.
 - Can the graffiti in the shower be cleaned up.
 - Nico and the dumpster area
 - A property review for a to-do list was asked for.
2. Mrs. Rooney asked about the leak that was repaired and paint was needed.
3. The volunteers doing the graffiti and light checks.
4. Ms. Figueroa asked about the open drywall and there being no water leak, so when would the wall be closed. The Board reported that the wall would remain open until after the rain season. Ms. Figueroa reported that this was a 4-year-old issue.
5. The volunteers asked about cleaning the umbrellas at pool area.

Hearing no other comments for Open Time, a motion was made, seconded, and carried to close the floor to comments and move to the business part of this meeting at 6:16 p.m.

MINUTES

The minutes of the regular meetings of the Board of Directors held on September 26, 2024, October 24, 2024, November 22, 2024, and January 23, 2025, were reviewed. Following these reviews, a motion was made, seconded, and unanimously carried to approve the minutes as submitted for placement in the Association's Official Minute Book.



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FINANCIAL REPORT

Treasurer's Report: No report was provided at this time.

General: The following topics were addressed at this time –

1. Board Mailings: A motion was made, seconded, and carried, to re-affirm Treasurer Trettin's being reimbursed for the various Association mailings consists of, but may not be limited, to the mailings of the proposed election rules, the 2023-24 year-end report, and the 2025-26 annual disclosure.
2. Coding: A motion was made, seconded, and carried, to re-affirm the re-evaluation of the 2024-2025 operating expenses to ensure the appropriate expense accounts are used, based on several categories being over-budget.

CPA's 2023-24 Final Financial Review: A motion was made, seconded, and carried, to accept the final 2023-2024 CPA report from Beck & Co. as submitted for placement in the Association's files and as mailed to the membership.

Financial Reports: After a brief discussion, a motion was made, seconded, and carried to acknowledge receipt and review of the financial statements for the months of October 31, 2024, November 30, 2024, and December 31, 2024, subject to the final year-end review by the Association's CPA. It was noted that the January 31, 2025, report was not available for this meeting.

Civil Code 5380(b)(6) Resolution: The Board acknowledged the topic and agreed no action was necessary, since no resolutions have been provided for reviews and consideration.

ADJOURNMENT OF THE REGULAR MEETING

Based on Ms. Woody's interruption, behavior, and unwillingness to calm down, a motion was made, seconded, and carried to close the Regular Meeting and go to Executive Meeting at 6:27 p.m. Owners in attendance were excused. For the purpose of the session is to discuss delinquencies, disciplinary action of members, personnel issues, and legal issues.

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RE-OPENING OF REGULAR MEETING

A motion was made, seconded, and carried to re-open the Regular Meeting to complete the Business part of the meeting without owners being present at 6:49 p.m.

Accounts Receivable Update (60-days Delinquencies): The following account was addressed –

1. 171.9594's Proposed Payment Plan: A motion was made, seconded, and carried to re-affirm the Board's closed meeting decision to deny the owner's proposed plan and to counter with the down payment being half the debt owed, plus the monthly assessments, and the balance being paid over 14-months.

2025-26 – Reserve Study Service: The Board acknowledged the topic and agreed no Board action was necessary since the Board's policy has been the Reserve Consultant only does the 3-year service for the reserve study and the site review with the updates being reviewed by the Board.

2024-2025 CPA Service: A motion was made, seconded, and carried to approve and implement the Beck & Company's proposal for performing the Association's March 31, 2025, year-end financial report, and tax returns with the e-filing at the cost of \$1,330 and contingent on there being no extensions filed until pre-approved by the Board.

OTHER BUSINESS

Administrative Duties:

1. Management Issues: The following were addressed -
 - a. Management's 2025 Exhibit A: The Board acknowledged the topic and stand with it being a moot point.
 - b. Contract: A motion was made, seconded, and carried to re-affirm the Board's January 2025 closed meeting decision to termite ASSOCIA NN Jaeschke and accept the management/account services through PMP Management. Another motion was made, seconded, and carried to accept the cancellation of ASSOCIA NN Jaeschke contract being March 31, 2025 and PMP Management starting April 1, 2025.
 - c. Updates: The
 - d. In-person Meetings: The Board also accepted that the \$100 in-person fee for this meeting is being waived as a courtesy. The Board did ask about March's meeting and waiving the fee.

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CTA Filing (3/14/25): The Board acknowledged the topic and agreed no Board discussion was necessary since the Board is handling the filing outside of management's offer.

Proposed Election Rules: At this time, a motion was made, seconded, and carried to adopt the 2025 election rules as submitted and to mail a copy of the adopted rules to the membership. Another motion was made, seconded, and carried that the Board through Treasurer will handle the mailing and cost with a receipt to be provided for reimbursement.

2025 Annual Mtg Reminder: The Board acknowledged the topic and agreed no Board action was necessary as the Ballot Box was in process of handling the June 14, 2025, annual meeting.

TownSq App Forum: The Board acknowledged the topic and agreed no Board discussion was necessary as the Board was monitoring that forum.

Committees/Volunteers: The Board acknowledged the topic and agreed to table this topic for further review and consideration.

Architectural: The following topics were discussed at this time -

1. Architectural Report: The Board acknowledged the topic and agreed no action was necessary since no improvements are outstanding.
2. Requests (0): The Board acknowledged the topic and agreed no action was necessary since there were no requests received.
3. Proposed Solar Guidelines: A motion was made, seconded, and carried to accept the proposed solar guidelines as submitted and proceed with the Rules Amendment process. Another motion was made, seconded, and carried that the Board through Treasurer will handle the mailing and cost with a receipt to be provided for reimbursement.

Landscape: The following topics were discussed at this time.

1. General Service: The walk-thru occurred on February 27th and the landscapers continued to perform their service.
2. Landscape Annual Proposal: A motion was made, seconded, and carried to re-affirm the acceptance of the landscape service contract with Enhanced Landscape Management, effective January 1, 2025, with the cost increase going from \$3,590 to \$3,698 per month.
3. Planting: A motion was made, seconded, and carried to approve and implement Enhanced Landscaper's proposal for replacing a Pyracantha bush at the cost of \$160.

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4. Irrigation – New Battery for Timers: A motion was made, seconded, and carried to approve and implement Enhanced Landscape Maintenance's proposal for the new batteries for the irrigation times.

Maintenance: The following topics were discussed at this time -

1. General Updates: The following topics were addressed:
 - a. Committee maintenance progress - cracks, graffiti and lights: The Board acknowledged the topic and agreed to table this topic for further review and consideration with the exception of removing graffiti.
 - b. Janitorial: No discussion occurred on this topic.
 - c. 2/24-2/26 Termite Tenting (2 Bldgs): The Board acknowledged the topic and agreed to no further Board action was necessary as the tenting occurred on-time.
 - d. Address Signs: The Board acknowledged the topic and agreed no further Board action was necessary as Omnigraphics did the replacement work as contracted.
2. Electrical: The following topics were discussed:
 - a. Garage Door: The Board acknowledged the topic and agreed to no further Board action was necessary as the one garage door will be included in the electrical project be considered.
 - b. Pool Sub-panel replacement: The Board acknowledged the topic and agreed to no further Board action was necessary as proposals were not received for review and consideration for this meeting.
 - c. Troubleshoot Shoebox: The Board acknowledged the topic and agreed to no further Board action was necessary as proposals were not received for review and consideration for this meeting.
3. Leaks/Plumbing: The following topics were discussed:
 - a. Leaks: The Board acknowledged the topic and agreed to no further Board action was necessary as Coastline was working on 1 condo leak and the cost for the other for 1124 Madera was not received.
 - b. Slab Leaks: The Board acknowledged the topic and agreed to no further Board action was necessary as proposals were not received for the re-piping of the current slab leaks.
 - c. Storm Drain: The Board acknowledged the topic and agreed to no further Board action was necessary from WaterWex on storm drain work/report. The Board did ask if this work in the future could be done in the fall.
4. Pool & Spa: The following topics were discussed:
 - a. General – Service: The Board acknowledged the topic and agreed that no Board action was necessary.

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- b. Payment:** The Board acknowledged the topic and accepted the update on the outstanding payment for the December 2024 service, which was being addressed through the accounting department.

Rules: The following topics were discussed at this time -

- **Violation Report:** The Board acknowledged the topic, and no re-affirming action was necessary as there was no action taken during the closed meeting.
- **Overall, Rules/Enforcement:** There are no updates and/or concerns related to this topic at this time.
- **Hearing (1):** The Board acknowledged the topic, and no re-affirming action was necessary as there was no action taken during the closed meeting.

Homeowner Correspondence:

1. **Various Owner Requests:** The following concerns were addressed –
 - a. #171.9811's Mitigation Reimbursement Request:** After much discussion, a motion was made, seconded, and carried to approve the owner's mitigation reimburse request not to exceed \$7,321.62, which is without paint.
 - b. #171.9264's Garage Door/Electricity:** The Board noted the concern since this issue was being included in the electrical work that is being considered.
 - c. #171.9633's Water ER:** The Board acknowledged the topic and agreed no further Board discussion and/or action was necessary at this time.
 - d. #171.9549's Garage Leak/Repair:** The Board acknowledged the topic and agreed no further Board discussion and/or action was necessary at this time since information has not been received through Coastline as previously outlined.
 - e. #172.0046's Plumbing Reimbursement Request:** After much discussion, a motion was made, seconded, and carried to deny the owner's \$210 for plumbing service reimbursement request as the service was for an owner's personal plumbing component.
 - f. (3) 1-Time Special Assessment Double Paid:** The Board acknowledged the topic and agreed no further Board discussion and/or action was necessary at this time since the three (3) owners were being reimbursed for the double payments of their 1-time special assessments.
 - g. Consistent Barking Dog:** The Board acknowledged the topic and agreed no further Board discussion and/or action was necessary at this time since the issue was heard during the February 27th walk-thru so the appropriate next step will be implementd.
2. **General Communication (Violation Responses, Board Responses, etc.):** No topics to be discussed.



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NEXT MEETING

The next meeting of the Board of Directors will be held on Thursday, March 27, 2025, at 6:00 p.m. at the storage room next to the pool area with the closed meeting to follow, if applicable.

NEXT WALK-THRU

The next walk-thru of the property will be performed on Thursday, March 27, 2025, at 3:00 p.m. and will begin at the pool area.

ADJOURNMENT

There being no further business to come before this meeting, a motion was made, seconded, and unanimously carried to adjourn the meeting at 8:01 p.m.

APPROVED: _____ DATE: _____



VISTA PARK VILLAS
BOARD OF DIRECTORS MEETING MINUTES
Date: April 24, 2025
Location: Onsite, in the room next to the pool

GENERAL SESSION

DIRECTORS PRESENT: Lorena Rosas, President
Adriana Vargas, Vice President
Linda Trettin, Secretary/Treasurer
Mara Wolfe, Member-at Large

DIRECTORS ABSENT: None

I. Call to Order

The meeting was called to order at 6:00 PM.

II. Homeowner Forum

- Homeowners raised issues regarding:
 - Lighting concerns; Horizon Lighting to follow up.
 - Electrician work needed at 1100 Madera Lane (no power to garage).
 - Gutter missing at 1189.
 - Parking spot issue at 118.
 - Western Towing Sign inquiry.

A. Management Report

B. Action Item Tracker

- Updates reviewed.

C. Consent Calendar

1. Secretary's Report
 - The minutes from the March 27, 2025, meeting were tabled.
2. Treasurer's Report
 - Financial statements reviewed.

D. Architectural Application:

ARC applications reviewed:

1200 Mariposa CT. Vista CA

A general discussion was held regarding the architectural application requesting to add a AC.
After a full discussion management was directed to advise the homeowner that a permit would



be needed, an indemnity agreement, the AC must not be attached to the roof and there has to be noise damping stringers, before the application can be approved. This is a general session item, so it was only discussed. No action was taken.

E. New Business

Management Meet and Greet

2. Annual Meeting by Acclamation

3. Reimbursement Request

4. Appointment of Member-at-Large

- Mara Wolfe was appointed as Member-at-Large (approved).

Adjournment:

There being no further business to come before the Board of Directors, a motion was duly made, seconded, and unanimously carried to adjourn to General Session at 7:38 p.m.

Certificate of Authenticity

I, *Shirley*, hereby certify that the foregoing is a true and correct copy of the April 24, 2025, minutes of the Board of Directors.

Vista Park Villas Condominium Association

Board of Directors Meeting

MAY 22, 2025

Location : On site in the room Next to the pool

General Session Minutes

A quorum was established, and the meeting called to order at 6:02 p.m.

DIRECTORS PRESENT

Lorena Rosas, President
Adriana Vargas, Vice President
Linda Trettin, Secretary/Treasurer
Maura Wolfe, Member – at Large

DIRECTORS ABSENT

None

PROPERTY MANAGEMENT PROFESSIONALS' REPRESENTATIVES

Moriah Amicay

Homeowner Forum

There were no homeowner's present during this time.

Management Report

The Board of Directors met in Executive Session March 24, 2025 after the General Session meeting and discussed some, or all, of the items related to the following: (1) approval of Executive Session minutes; (2) matters relating to the formation of contracts with third parties; (3) litigation or potential litigation (4) member delinquency, including payment plan requests; (5) personnel matters/member discipline.

- Disclosure of Executive Session
- Management Action Tracker

All were reviewed by the Board, with no questions.

Consent Calendar:

1. Secretary's Report - Approval of General Session Minutes with correction of adding directors – April 24, 2025
March 2025 Minutes to be tabled.

2. Treasurer's Report – March 2025 Financial Statement to be tabled until next meeting for further review by the Board.

A motion was made by and seconded to approve the consent calendar items; minutes as presented and to accept the financial statement and ratified the review by the individual board members and all transfer of funds made in this period and reflected in the financial statement. Motion carried unanimously. **4-0**

Old Business:

- **Reimbursement Request**
The Board reviewed the reimbursement request from Linda Trettin for the HOA website, common area supplies, and stamps for the annual meeting mailer. Upon a motion duly made, seconded, and carried unanimously the Board moved to approve the reimbursement in the amount of \$779.92. – Linda Abstained
- **Termite Fumigation Proposals**
The Board reviewed the proposals from Llyod Pest Control for 1117-1131 Madera Ln & 1200-1214 Mariposa Ct. Buildings termite fumigations in the total amount of \$20,650.00 – Upon a motion duly made, seconded, and carried unanimously the Board moved to approve the proposal for the termite fumigation at a cost of \$20,650.00.

Architectural Application:

- **Unit 36 – AC Installation**
The Board reviewed the architectural application for the AC installation and denied the application at this time due to missing the contractor's license/insurance, roof inspection, and indemnity. Management to contactor the homeowner of unit 36 to notify unit 36 of the denial and missing requirements.

Adjournment: Having no further business to come before the Board, meeting was adjourned at 6:49 p.m.

SECRETARY'S CERTIFICATE

I duly Appointed and Acting President, or Appointed Board Member of The Vista Park Villas Condominium Association Homeowners Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the General Session of the Board of Directors held on the above date, as approved by the Board of Directors.

ATTEST: 

12/08/2025

Vista Park Villas Condominium Association

Board of Directors Meeting

June 19, 2025

Location: On site in the room Next to the pool

General Session Minutes

A quorum was established, and the meeting called to order at 6:05 p.m.

Directors Present

Adriana Vargas, Vice President
Linda Trettin, Secretary/Treasurer
Maura Wolfe, Member – at Large

DIRECTORS ABSENT

Lorena Rosas, President

PROPERTY MANAGEMENT PROFESSIONALS' REPRESENTATIVES

Moriah Amicay

Homeowner Forum

Homeowners raised issues regarding the following: Making changes to the guest parking.

Management Report

The Board of Directors met in Executive Session May 22, 2025 after the General Session meeting and discussed some, or all, of the items related to the following: (1) approval of Executive Session minutes; (2) matters relating to the formation of contracts with third parties; (3) litigation or potential litigation (4) member delinquency, including payment plan requests; (5) personnel matters/member discipline.

- Disclosure of Executive Session
- Management Action Tracker

The Board reviewed, and requested Glenda be added to the list of authorized individuals permitted to have vehicles towed, as well as Management to review and update the annual calendar with annual drain clean out, and annual roof maintenance and have it added to the portal.

Consent Calendar:

1. Secretary's Report - Approval of General Session Minutes with correction of Maura's name – May 22, 2025
2. Treasurer's Report – Acceptance of the Financials - March 2025, and April 2025.

A motion was made by and seconded to approve the consent calendar items; minutes as presented and to accept the financial statement and ratified the review by the individual board members and all transfer of funds made in this period and reflected in the financial statement. Motion carried unanimously. **3-0**

Old and New Business:

- Appointment of Directors

Maura Wolfe	Board President
Lorena Rosas	Vice President
Linda Trettin	Treasurer
Glenda Rooney	Secretary
Adriana Vargas	Member-at-Large

A motion was made, seconded, and carried to approve to form the committee and Board. **4-0**

- Enhanced Landscape Tree Removal:

The Board reviewed the proposal from Enhanced Landscape for the removal of two yuccas and a tree trunk and requested that management obtain additional proposals for both the tree removals and the annual tree trimming.

- Architectural Application: Unit 35 – AC Installation

A motion was made, seconded, and carried to approve the architectural application as submitted by unit 36 for the AC Installation. **4-0**

- Llyod Pest Control Fumigation Update:

The Board discussed the fumigation process and requested that it be scheduled for early August to allow for at least 60 days' notice to residents. Management will confirm the dates with Lloyd Pest Control and arrange a meeting with the residents.

- Lien Resolution

The Board reviewed the lien resolutions for the following APN numbers: 1452182606, 1452182593, 1452182571, and 1452182603.

Upon a motion duly made, seconded, and carried to approve the lien resolution once the accounts meet the threshold. **4-0**

Adjournment: Having no further business to come before the Board, meeting was adjourned at 6:49 p.m.

ATTEST:

Shirley T. Smith

12/08/2025