

**VISTA LA JOLLA TOWNHOMES ASSOCIATION
REGULAR BOARD MEETING
WEDNESDAY, NOVEMBER 14, 2018
6:00 PM
AT THE CLUB HOUSE**

DIRECTORS PRESENT:

Ivor Kraft, President
Susanne Ball, Vice President
Kurt Swanson, Secretary
Richard Heckman, Treasurer
Cathy Colclasure, Director

ALSO PRESENT:

Sean DeFreitas, A. McKibbin & Co., Inc.
Kim Angell, A. McKibbin & Co., Inc.

CALL TO ORDER

After a quorum was established, Ivor Kraft, President, called the Regular Board Meeting to order at 7:24 P.M.

APPROVAL OF MINUTES

The October 10, 2018 Regular and Executive Meeting Minutes were reviewed and discussed. Susanne Ball made a motion to approve the October 10, 2018 Regular and Executive Meeting Minutes as presented. Kurt Swanson seconded the motion and the motion passed unanimously.

FINANCIAL REPORT

The October 2018 financial statements and bank reconciliations were reviewed by the Board. Susanne Ball made a motion to approve the October 2018 financial statements and bank reconciliations subject to the annual audit. Kurt Swanson seconded the motion and the motion passed unanimously.

FISCAL ITEMS

A. ACCOUNTS RECEIVABLE

Management notified the Board that there is currently one (1) delinquent account: *10046. Management requested to send a pay or lien letter and lien account *10046. Susanne Ball made a motion to send a pay or lien letter and lien account *10046, Kurt Swanson seconded the motion and the motion passed unanimously.

B. RESERVE STUDY

Management presented the Board with the completed 2019 Reserve Study completed by Barrera & Co to review. The Reserve Study needs to be updated to show the \$10.00 increase. Richard Heckman made a motion to approve the 2019 Reserve Study. Susanne Ball seconded the motion and the motion passed unanimously.

C. BUDGET

Management presented the Board with the updated 2019 Budget showing a \$10.00 p.u.p.m. increase in monthly dues.

MAINTENANCE

A. LANDSCAPING

Management updated the Board that TVRI has completed the work of installing plants throughout the community. Management is awaiting additional bids for installing missing plants.

B. LANDSCAPE COMPANY BIDS

Management presented the Board with proposals from Heaviland, Brightview, and Landmaster. Per the proposal from Heaviland, 60 man hours are needed per week in order to maintain the landscaping for \$7,750.00/month. Brightview's proposal came in at \$5,500.00, but did not include the number of man hours. The Board would like Management to obtain additional bids for landscape maintenance at 60 man hours per week and have Brightview revise their bid to include 60 man hours.

C. CONCRETE BID

Management presented the Board with the proposal from Exact Construction in the total amount of \$10,200.00 to complete the sidewalk repair at 8839 and 8899 Via Andar. After a brief discussion, Susanne Ball made a motion to approve the proposal in the amount of \$8,200.00, not to include the sidewalk repair at 8839 and the colored sidewalk leading to the gate at 8899. Kurt Swanson seconded the motion and the motion passed unanimously.

ADMINISTRATIVE ITEMS

A. CC&Rs QUORUM AMENDMENT

Management updated the Board that the hearing for the CC&R Quorum Amendment took place on October 11, 2018 and was granted by the Judge. Management presented the Board with the recordable 2018 Amendment that will need to be signed and notarized for recording purposed.

B. FHA RENEWAL

Management presented the Board with the proposal from FHA Review to complete the FHA renewal certification in the total amount of \$765.00. Cathy Colclasure made a motion to approve the proposal to renew the FHA certification. Ivor Kraft seconded the motion and the motion passed unanimously.

C. CORRESPONDENCE

Management provided the Board with copies of all correspondence sent to various Homeowners within the community since the last meeting.

NEW BUSINESS

There was no new business at this time.

ADJOURNMENT

With no additional items to discuss, the regular session was adjourned at 8:23 p.m.

Respectfully Submitted,
Kim Angell, Recording Secretary

APPROVED:

Kurt Swanson, Secretary

Date