

Vida Pacifica Community Association
BOARD OF DIRECTORS MEETING
MINUTES
March 26, 2015
5:30 p.m.

I. CALL TO ORDER

The March 26, 2015 Vida Pacifica Community Association Homeowner Forum began at 5:23 p.m.

II. OPEN FORUM

Kelly Graeber was present to answer any questions on the bids he submitted for miscellaneous repairs.

III. CALL TO ORDER

The March 26, 2015 Vida Pacifica Community Association Board of Directors meeting was called to order by President, Erin Bishop at 5:40 p.m.

IV. ROLL CALL

Officers Present

President	Erin Bishop
Vice President	Ryan Hoberg
Secretary	Scott Raider (Arrived late)
Treasurer	Ruth Johnson
Director	Sebastien Page

Also in attendance was Managing Agent, Annette Imoto of CHAMPS, a Division of AAM, LLC and Kelly Graeber of Graeber Construction.

V. MINUTES

A. Approval of the Board of Directors Meeting Minutes of January 22, 2015, prepared by *CHAMPS*.

A motion was made, seconded and unanimously carried to approve the Board of Directors Meeting Minutes of January 22, 2015, prepared by *CHAMPS*, as submitted.

VI. FINANCIAL REPORT

A. Approval of Financial Statements and Bank Reconciliations for the periods ending December 31, 2014, January 31, 2015 and February 28, 2015, prepared by *CHAMPS*, subject to year-end review.

A motion was made, seconded and unanimously carried to approve the December 31, 2014, January 31, 2015 and February 28, 2015 financials and bank reconciliations, subject to year-end review.

Ruth Johnson and Kelly Graeber departed the meeting at 6:00 p.m.

VI. FINANCIAL REPORT (Cont'd)

B. Delinquency Report & Attorney Status Report

The Board reviewed the delinquent accounts status.

1. Approval to send the owner of Lot #0094 to collection attorney for Issuance of "pay or lien" letter and to lien if not paid within thirty (30) days if no payment is received by _____.

A motion was made, seconded and carried to approve Management double checking the account for payment and if no payment is received sending the owner a letter advising them they must pay by April 15th or their account will be sent to collection.

C. Approval of Morgan Stanley Investment Recommendations

A motion was made, seconded and unanimously carried to approve the Morgan Stanley Investment Recommendations as presented.

D. Approval of Late Fee Waiver – Account #0082

A motion was made, seconded and unanimously carried to approve a late fee waiver for Account #0082 as the payment application appeared to be delayed.

VII. COMMITTEE REPORTS

A. Architectural Committee - No report.

B. Landscape - No report.

VIII. MANAGEMENT REPORT

Annette Imoto gave the Management report and a copy was included in the meeting packet.

IX. UNFINISHED BUSINESS

None

X. NEW BUSINESS

A. Approval of Updated Collection Policy

A motion was made, seconded and unanimously carried to approve the Updated Collection Policy as prepared by the Association's attorney.

B. Approval of Holmes Landscape Proposal #8357 for installation of (2) 15G Xylosma Congestum at 1971 Azure and the installation of (4) 15G Leucadendron on the slope across from the front door of 1994 Azure, for a cost of \$612.72.

A motion was made, seconded and unanimously carried to approve the installation at 1971 Azure only for a cost of \$193.16.

X. NEW BUSINESS (Cont'd)

- C. Approval of Holmes Landscape Proposal #8443 for removal of the Euryops and installation of (4) 5G Phorium at 1994 Azure and removal of the Euryops and installation of (6) 5G Agave at 1979-1974 Azure (per January walk around), for a cost of \$693.61.**

A motion was made, seconded and unanimously carried to approve proposal #8443.

- D. Approval of Proposal from _____ to replace the existing handrail from 1923 Country Grove to 1990 Azure, for a cost of \$ _____, to be expensed to Condo Reserves.**

A motion was made, seconded and unanimously carried to table this item pending management obtaining clarification.

- E. Approval of Graeber Construction Proposal for miscellaneous balcony repairs, for a cost of \$14,180, to be expensed to Condo Reserves.**

A motion was made, seconded and unanimously carried to approve the Graeber Construction Proposal for miscellaneous balcony repairs, for a cost of \$14,180, to be expensed to Condo Reserves.

- F. Approval of DRAFT reviewed financial statements for year ended December 31, 2014, and signing of representation letter, prepared by Michael J. Ferrara, for distribution to the Membership.**

A motion was made, seconded and unanimously carried to approve the DRAFT reviewed financial statements for year ended December 31, 2014, and signing of representation letter, prepared by Michael J. Ferrara, for distribution to the Membership.

- G. Approval of Clear Expectations Estimate #14050 for preventative maintenance on the Raypak heater for the pool and spa, for a cost of \$500.00.**

A motion was made, seconded and unanimously carried to approve the Clear Expectations Estimate #14050 for preventative maintenance on the Raypak heater for the pool and spa, for a cost of \$500.00.

- H. Approval to reimburse the resident of 1941 Skyknoll for a special pick-up by EDCO, for a cost of \$45.00.**

A motion was made, seconded and unanimously carried to approve reimbursement, however, a credit is to be applied to the owner's account if there is an outstanding balance, otherwise Management is to issue a check to the resident.

- I. Approval of proposal submitted by _____ to make necessary termite damage repairs at 1993 Country Grove Lane, per a recent termite inspection for the sale of the unit, for a cost of \$ _____.**

A motion was made, seconded and unanimously carried to approve the proposal submitted by Graeber Construction to make necessary termite damage repairs at 1993 Country Grove Lane, for a cost of \$2,205, per a recent termite inspection for the sale of the unit.

- J. Approval of the Wateridge Insurance Renewal for the period of 3/15-3/16 for an annual premium of \$16,039.**

A motion was made, seconded and unanimously carried to approve the Wateridge Insurance Renewal for the period of 3/15-3/16 for an annual premium of \$16,039.

X. NEW BUSINESS (Cont'd)

K. Homeowner Correspondence

No action necessary.

L. Newsletter Articles

Per the Board's request, the following articles will be included in the next newsletter:

Pool Area reminders, No glass in the pool area, Pick up trash, Cover the spa, Dog Barking, Balcony Repairs, Reminder of parking rules and garage storage, Reminder to call individual insurance agent for adequate coverage, Turf Conversion and Website for documents.

XI. ANNOUNCEMENTS

A. The next meeting is scheduled to be held on April 23, 2015 at the Pool Area at 5:30 p.m.

XII. ADJOURNMENT

A. There being no further business, the Board Meeting adjourned at 6:30 p.m.

Approved: _____

Secretary