

Vida Pacifica Community Association

BOARD OF DIRECTORS MEETING

MINUTES

August 25, 2016

I. OPEN FORUM

No owners were present.

II. CALL TO ORDER

The August 25, 2016 Vida Pacifica Community Association Board of Directors meeting was called to order by President, Kelly Graeber at 6:36 p.m.

IV. ROLL CALL

Officers Present

President	Kelly Graeber
Secretary	Erin Bishop
Treasurer	Christina Simokat
Director	Sebastien Page

Officers Absent

Vice President	Scott Raider
----------------	--------------

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

V. MINUTES

A. Approval of the Board of Directors Meeting Minutes of July 28, 2016, prepared by CHAMPS/AAM,LLC.

A motion was made, seconded and unanimously carried to approve the Board of Directors Meeting Minutes of July 28, 2016, prepared by CHAMPS/AAM, LLC, as submitted.

B. Review and Filing of the Reconvened Annual Meeting Minutes of July 28, 2016, prepared by CHAMPS.

The minutes were reviewed and the word rampart on page 2 should be capitalized.

C. Approval of the Board of Directors Organizational Meeting Minutes of July 28, 2016, prepared by CHAMPS.

A motion was made, seconded and unanimously carried to approve the Board of Directors Organizational Meeting Minutes of July 28, 2016, prepared by CHAMPS.

VI. FINANCIAL REPORT

A. Approval of Financial Statements and Bank Reconciliations for the period ending July 31, 2016, prepared by CHAMPS/AAM,LLC, subject to year-end review.

A motion was made, seconded and unanimously carried to approve the July 31, 2016 financials and bank reconciliations, subject to year-end review.

B. Approval of Morgan Stanley Smith Barney Investment Recommendations (Condos and Common Area).

A motion was made, seconded and unanimously carried to approve the Morgan Stanley Smith Barney Investment Recommendations (Condos and Common Area).

VI. FINANCIAL REPORT (Cont'd)

C. Delinquency Report & Attorney Status Report

The delinquency and attorney status reports were reviewed and no action was necessary.

1. Approval to send Lot #0052 to Collection Attorney for issuance of "pay or lien" letter and to lien if not paid within thirty (30) days.

A motion was made, seconded and unanimously carried to deny approval. Per the Board's request, Management will send the owner a letter advising them their account will be sent to collection in September should their account not be brought current by 9/22.

VII. MANAGEMENT REPORT

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

VIII. UNFINISHED BUSINESS

A. Approval of Holmes Proposal #271 to install a 3' border of Cobble at corner of Skyknoll and Country Grove and a 4' border of Cobble along sidewalk by 1973 & 1969 Country Grove where turf conversions were done, for a cost of \$3,262.96.

A motion was made, seconded and unanimously carried to deny approval subject to Holmes submitting revised proposals.

B. Approval of proposal submitted by Lightfoot Planning Group for landscape architectural services for the installation of reclaimed water, for an approximate cost of \$13,000.00, to be expensed to Reserves.

A motion was made, seconded and unanimously carried to approve the proposal submitted by Lightfoot Planning Group for landscape architectural services for the installation of reclaimed water, for an approximate cost of \$13,000.00 (excludes extras), to be expensed to Reserves.

C. Approval of Proposal submitted by _____ to replace pool area lock system on gates and restrooms, for a cost of \$ _____, to be expensed to Reserves.

A motion was made, seconded and unanimously carried to table this item pending the receipt of additional bids. Per the Board's request, Management will inquire as to whether Quality Lock can temporarily remove the lock on the men's restroom to the broken pool gate and install a regular handle on the men's restroom until a new system can be installed.

D. Review of Cardiff Roofing Condo roof inspection report.

1. Approval of Cardiff Roofing proposal to complete maintenance on the garage roofs, for a cost of \$8K, to be expensed from Reserves.

A motion was made, seconded and unanimously carried to table this item pending Management obtaining an additional bid from Urbach Roofing.

2. Approval of Cardiff Roofing proposal to complete maintenance on the Condo roofs, for a cost of \$14,400, to be expensed from Reserves.

A motion was made, seconded and unanimously carried to table this item pending Management obtaining an additional bid from Urbach Roofing.

IX. NEW BUSINESS

- A. Approval of Holmes Proposal #955 to remove dying Escallonia, Rhapsiolepis and Xylosma at the East side entrance to Circle Park and install (16) 5 gallon Westringia and (12) 5 gallon Callistemon, for a cost of \$992.66.**

A motion was made, seconded and unanimously carried to approve Holmes Proposal #955 to remove dying Escallonia, Rhapsiolepis and Xylosma at the East side entrance to Circle Park and install Westringia and Callistemon, using a reduced number of 15 gallon plants rather than a larger number of 5 gallon plants, for a cost of \$992.66.

- B. Consideration of the owner of Lot #0065's request for a full grown shade tree to be planted in the greenbelt area of the Patio Homes.**

The Board agreed to allow the entire hedge to grow up an additional 2 feet so the hedge is uniform and denied the request to install a shade tree at this time.

- C. Review/Signing of North Coast Patrol Service Agreement**

The agreement was reviewed and signed.

- D. Review/Discuss email from Board Member Christina Simokat**

It was agreed Management would speak with Scott Raider to see if he was willing to hold the position of Treasurer and Christina would hold Director.

- E. Approval of Proposal submitted by Lindzy Construction for the installation of a 24' long split rail fencing atop the slope nearest 1907 Skyknoll, for a cost of \$560 (labor and materials), to be expensed to Condo Reserves.**

A motion was made, seconded and carried to deny approval. Sebastien Page opposed.

- F. A motion was made, seconded and unanimously carried to add the following item to the Meeting agenda as it cannot wait until the September meeting:**

1. A motion was made, seconded and unanimously carried to approve Lloyd Pest Control re-installing the additional bait stations they recently removed as the rodents returned upon removal a couple of months ago and owners are complaining of the rodent activity.

X. ANNOUNCEMENTS

- A.** The next meeting is scheduled to be held on Thursday, September 22, 2016, at 5:30 p.m. at the pool area.

XI. ADJOURNMENT

- A.** There being no further business, the Board Meeting adjourned at 7:39 p.m.

Approved: 
Secretary