

**VISTA TASSAJARA HOMEOWNERS ASSOCIATION
REGULAR BOARD MEETING MINUTES**

August 22, 2019

1) CALL TO ORDER:

The Regular meeting of the Vista Tassajara Board of Directors was held on August 22, 2019 at the Northridge Clubhouse on Tuscany Way in Danville. The meeting was called to order at 7:18 P.M. by Vice President, Peter Langley.

Board Members Present: Vice President, Peter Langley; Treasurer, Barbara Michel; Member at Large, Julie Hall

Board Members Absent: President, Alex Pfund and Secretary, Paul Kortschak

Management Present: Tim Morgan and Kelly Johnson

Others Present: None

2) ADOPTION OR MODIFICATION OF MINUTES

A MOTION WAS MADE BY BARBARA AND SECONDED BY PETER TO ADOPT THE REGULAR BOARD MEETING MINUTES OF APRIL 25, 2019. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

3) FINANCIALS AND RELATED BANK STATEMENTS:

A MOTION WAS MADE BY PETER AND SECONDED BY BARBARA STATING THE BOARD HAS REVIEWED AND APPROVED THE JULY 31,2019 FINANCIALS AND RELATED BANK STATEMENTS. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

4) HOMEOWNER COMMENTS

- Hisham Joudi, 107 Parkhaven Dr. – Homeowner is upset that he received two email notifications on the same day regarding a violation of CC&Rs and feels this is not professional. *PM&A apologized for two emails being sent on same day regarding CC&R violation and appreciates feedback provided. Adjustments will be made to ensure this does not happen again. Board mentioned desire is to improve front yards so the yard is in compliance with CC&Rs.*
 - Homeowner inquired about how often contracts (landscaping, management, etc.) are reviewed. *Contracts are reviewed annually.*
- Catherine Fresquez, 320 Sunset Dr. – Homeowner inquired about turnaround time for an approved architectural application. *Typical turnaround time for architectural applications is 1-2 weeks.*

5) NEW BUSINESS

- Community Library Proposal – Troop 31207

A MOTION WAS MADE BY PETER AND SECONDED BY JULIE TO APPROVE TROOP 31207'S PROPOSAL OF A FREE COMMUNITY LIBRARY NEAR THE PLAY STRUCTURE IN VISTA TASSAJARA. INSTALLATION OF POLE AND BOOKSHELF TO BE COMPLETED BY VISTA'S CONTRACTOR. THIS IS A TEST AND IF NO

ADVERSE CONDITIONS ARE CREATED THE PROPOSAL CAN CONTINUE. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- Social Committee Update

- Adult Summer Fiesta had 40 homeowners in attendance. Survey was sent out to determine what residents would like to see more of. Responses showed homeowners would like to have quarterly events and more adult socials.

A MOTION WAS MADE BY BARBARA AND SECONDED BY JULIE TO APPROVE QUARTERLY SOCIAL EVENTS THAT INCLUDE A HOMEOWNERS HOLIDAY PARTY, THAT MAY BE HOSTED AT A HOMEOWNERS HOME, PROVIDED ALL HOMEOWNERS ARE INVITED AND NO ALCOHOL IS PURCHASED WITH ASSOCIATION FUNDS. COSTS ARE TO REMAIN WITHIN THE ALLOTTED FUNDS BUDGETED FOR 2019 OF \$3,000.00. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2019 Annual Tree Work: Tree Tagging Proposal

A MOTION WAS MADE BY PETER AND SECONDED BY JULIE TO APPROVE THE 2019 ANNUAL TREE WORK ACCORDING TO THE TREE TAGGING PROGRAM PROPOSAL PROVIDED BY SKYLINE IN THE AMOUNT OF \$11,476.00. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2019 Tax Preparation and Review

A MOTION WAS MADE BY PETER AND SECONDED BY JULIE TO APPROVE THE PROPOSAL FROM LEVY, ERLANGER & COMPANY LLP IN THE AMOUNT OF \$1,590.00 FOR 2019 TAX PREPARATION AND FINANCIAL REVIEW.. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2020 Reserve Study Update

A MOTION WAS MADE BY PETER AND SECONDED BY JULIE TO APPROVE THE DRAFT RESERVE STUDY AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

- 2020 Budget

A MOTION WAS MADE BY BARBARA AND SECONDED BY PETER TO APPROVE THE 2020 BUDGET AS SUBMITTED. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

6) OLD BUSINESS

- Loan Slide Payoff
 - Commercial loan paid off and all liens were released.

7) ADJOURNMENT

A MOTION WAS MADE BY BARBARA AND SECONDED BY PETER TO ADJOURN THE MEETING AT 8:34 P.M. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.
