

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

May 28, 2020

1) CALL TO ORDER:

The Regular meeting of the Vista Tassajara Board of Directors was held on May 28, 2020 via Zoom due to COVID-19 and mandated shelter-in-place. The meeting was called to order at 7:02 P.M. by President, Alex Pfund.

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

Board Members Absent: Secretary, Paul Kortschak

Management Present: Tim Morgan and Kelly Johnson

Others Present: None

2) ADOPTION OR MODIFICATION OF MINUTES

*A MOTION WAS MADE BY ALEX AND SECONDED BY BARBARA TO ADOPT THE REGULAR BOARD MEETING MINUTES OF FEBRUARY 13, 2020. MOTION CARRIED WITH PETER ABSTAINING AND ALL OTHER PRESENT BOARD MEMBERS IN FAVOR.*

3) FINANCIALS AND RELATED BANK STATEMENTS:

*A MOTION WAS MADE BY ALEX AND SECONDED BY PETER STATING THE BOARD HAS REVIEWED AND APPROVED ALL OF THE FOLLOWING FOR COMPLIANCE WITH CA CC 5501 FOR THE PERIOD OF JANUARY THROUGH MAY 2020:*

- 1) Bank Reconciliations Operating Account*
- 2) Bank Reconciliations Reserve Account*
- 3) Review Bank Statements*
- 4) Actual To Budgeted Operating Revenues and Expenses*
- 5) Reviewed Actual Op Inc To Expenses Statement*
- 6) Review Actual Reserve Income and Expense Statement*
- 7) Review Operating and Reserve Income and Expenses Statement*
- 8) Review Operating and Reserve account General Ledger*
- 9) Review Delinquent Assessment Receivable Report*

*MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

Standard Motion for Collections:

*A MOTION WAS MADE BY ALEX AND SECONDED BY PETER STATING THAT ALL OWNERS WITH DELINQUENT ASSESSMENT BALANCES THAT ARE OVER 180 DAYS DUE ON THE DELINQUENT ACCOUNTS REPORT ARE TO*

*BE SENT TO COLLECTION IN ACCORDANCE WITH THE TIMELINES OF THE COLLECTION POLICY, INCLUDING BUT NOT LIMITED TO RECORDING A LIEN AGAINST THE PROPERTY. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

4) HOMEOWNER COMMENTS

- Barbara Michel, 114 Parkhaven Dr. – Expressed concern about the padlock on the front pool gate continually being left unlocked by a vendor, allowing access to the pool. Also, reported a leaky valve in front of the pool gate to the right to be inspected and addressed. Additionally, had questions regarding opening of the pool. *PM&A, Inc. sent an email to all vendors accessing pool area (Aragon, Waves Above & Johnson Janitorial), provided instructions for locking padlock and requested that they ensure the padlock be secured upon leaving the site. PM&A, Inc. submitted a work order to have the weeping/leaky valve inspected and addressed accordingly. The pool is currently closed due to the shelter-in-place restrictions set by the County; however, the pool furniture has been set out and the pool continues to be serviced on a regular basis in preparation for its reopening. Once restrictions are lifted by the County, the pool will be opened and additional steps may need to be implemented to remain in accordance to the County’s guidelines.*
- Alex Pfund, 505 Cloverbrook Dr. – Homeowner inquired about the greenbelt in the park area being treated for ticks. *Tick abatement is a large cost for homeowners to share when there is a small percentage of homeowners who have pets. Flea/tick treatment is available for domesticated pets and is a more reliable and cost efficient alternative.*

5) NEW BUSINESS

- 2019 Tax Returns  
*A copy of the 2019 filed tax returns were provided to all Board members for their records.*

6) OLD BUSINESS

7) ADJOURNMENT

*A MOTION WAS MADE BY ALEX AND SECONDED BY BARBARA TO ADJOURN THE MEETING AT 7:39 P.M. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

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