

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

September 30, 2021

1) CALL TO ORDER:

The Regular meeting of the Vista Tassajara Board of Directors was held on September 30, 2021, via Zoom. The meeting was called to order at 7:05 P.M. by President, Alex Pfund.

Board Members Present: President, Alex Pfund; Treasurer, Barbara Michel, Secretary, Paul Kortschak; and Member at Large, Julie Hall

Board Members Absent: Vice President, Peter Langley

Management Present: Tim Morgan, Anita Aragon and Crystal Barragan

Others Present: None

2) ADOPTION OR MODIFICATION OF MINUTES

*A MOTION WAS MADE BY BARBARA AND SECONDED BY JULIE TO ADOPT THE REGULAR BOARD MEETING MINUTES OF MAY 20, 2021. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.*

3) FINANCIALS AND RELATED BANK STATEMENTS:

*A MOTION WAS MADE BY JULIE AND SECONDED BY BARBARA STATING THE BOARD HAS REVIEWED AND APPROVED ALL OF THE FOLLOWING FOR COMPLIANCE WITH CA CC 5500 FOR THE PERIOD OF AUGUST 31, 2021 INCLUDING SINCE LAST MEETING:*

- 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.*

4) HOMEOWNER COMMENTS

- None

5) NEW BUSINESS

- 2021 Audit/Review/Tax Preparation Proposal  
*A MOTION WAS MADE BY PAUL AND SECONDED BY ALEX TO APPROVE THE PROPOSAL FROM LEVY, ERLANGER & COMPANY LLP IN THE*

AMOUNT OF \$1,225.00 FOR REVIEW AND \$405.00 FOR 2021 TAX PREPARATION. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

• 2022 Reserve Study Update

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

• 2022 Budget

A MOTION WAS MADE BY ALEX AND SECONDED BY PAUL TO APPROVE THE BUDGET AS SUBMITTED INCREASING IT FROM \$395 QUARTERLY TO \$430 QUARTERLY. THIS IS TO INCREASE THE TRANSFERS TO RESERVE AND MAKE ADJUSTMENT TO THE INCREASING AMOUNT OF UTILITIES, LIKE WATER AS WELL AS COST OF REPAIRS. MOTION CARRIED WITH BARBARA OPPOSE.

6) OLD BUSINESS

- Study for the traffic humps along Viewpoint Drive – Management will reach out to Town of Danville for update.

7) ADJOURNMENT

A MOTION WAS MADE BY ALEX AND SECONDED BY JULIE TO ADJOURN THE MEETING AT 7:58 P.M. MOTION CARRIED WITH ALL PRESENT BOARD MEMBERS IN FAVOR.

Approved at a subsequent meeting of the B.O.D. 1/27/2022

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