

# **MARIPOSA OF MISSION PACIFIC PROPERTY OWNERS ASSOCIATION**

The Board of Directors of Mariposa of Mission Pacific Property Owners Association will meet on **Wednesday, June 10, 2009 at 6:30 p.m.**  
Location: The Community Pool

## BOARD OF DIRECTORS MEETING June 10, 2009 **Agenda**

**EXECUTIVE SESSION - CALL TO ORDER 6:00 P.M.**

**REGULAR SESSION - CALL TO ORDER - 6:30 P.M.**

**EXECUTIVE SESSION MEETING REPORT**

**SPECIAL GUEST – MORGAN STANLEY**

**HOMEOWNERS COMMENTS** (Limited to 3 minutes per person 20 minutes total)

**APPROVAL OF MINUTES:** Enclosed is a copy of the minutes from the May 13, 2009 Regular Session Meeting. ***The Board should be prepared to approve the minutes as submitted, noting any corrections. Pages 4-8.***

**FINANCIAL REPORT:** Enclosed is a copy of the May 2009 financial statement. As of May 31, 2009, the Association held the following account balances:

|              |                                   |
|--------------|-----------------------------------|
| Operating    | \$67,885.02                       |
| Reserves     | \$499,176.55                      |
| Total Assets | \$567,061.57 <b>Pages F1-F12.</b> |

***The Board should be prepared to make a motion to accept the financial report subject to a year end financial review by a third party CPA firm.***

**Delinquent Accounts:** At the end of May 2009 there is a total of \$15,624.09 in outstanding assessments. This amount is down by \$1,932.21 from the last report. However this report reflects unpaid special assessment funds in the amount of \$3,956.70. All accounts are being collected in accordance with the Association's Collection Policy. ***This is informational only, no Board action is required. Pages F44-F45.***

**Investment of Reserve Funds:** As reported during the May meeting, the Association has one \$50,000.00 CD that matured on May 26, 2009. A representative from Morgan Stanley will be in attendance to discuss investment options with the Board. Enclosed you will also find rate sheets provided by Merrill Lynch and Community Association Bank. ***The Board may wish to re-invest reserve funds. Pages F48-F49.***

**Collection Policy:** Enclosed is a copy of the Association's current Collection Policy. As requested, a copy of an alternate policy is enclosed for the Board's review. Management consulted with the Association's Attorney. Although not recommended, there are no restrictions if the Board chooses to revise the policy. The example provided extended the time before a late letter is issued from twenty-five to thirty-five days. Furthermore, the Board could elect to extend the time before a pre-lien is issued. The current policy is once a member is late thirty-five days, a pre-lien is issued. All other collection activity beyond the pre-lien is at the discretion of the Board. The revisions will need to be sent to the Membership for thirty day review and allow for

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Members to comment on the proposed changes. ***The Board should be prepared to discuss revisions to the current policy. Pages F50-F59.***

**MANAGEMENT REPORT:** The Management Report and Customer Service Log have been included for the Board's review. **Pages 1-3 and C1-C6.**

### **COMMITTEE REPORTS:**

**Landscape Report:** Enclosed please find a copy of the June 1, 2009 Inspection Report with Green Valley Landscape. ***This is information only, no Board action is required. Page 9.***

**Oleanders at Entry:** Enclosed please find a bid submitted by Green Valley for the removal of the dying Oleanders on the slope of the entrance. The Landscape Committee reviewed the bid with Green Valley during the May inspection. As previously reported, the cost for the removal and the installation of 15 fifteen gallon Cotoneaster shrubs is \$1,320.00. In addition, if approved the Landscape Committee will mark the areas selected to plant the new material. ***The Board should be prepared to make a decision regarding this matter. Page 10.***

**Removal of Groundcover:** The Board has reviewed a bid submitted by Green Valley for the removal of groundcover in front of the one car garages. During the May meeting the Landscape Committee indicated they would provide a detailed list of the areas selected for removal of groundcover, irrigation modifications and the installation of mulch. As previously reported, Green Valley will install the mulch free of charge and only charge labor and material for the irrigation modifications. ***The Board should be prepared to make a decision regarding this matter.***

**Smart Landscape Program:** The seven smart controllers have been installed. There was some discussion regarding the installation of the manufacturer provided weather stations and the placement of the posts. The Landscape Committee requested a bid for the posts to be painted. A copy of this bid will be hand carried to the meeting for the Board's consideration. ***The Board should be prepared to make a decision regarding this matter.***

**Removal of Ficus Trees:** As a result of the May landscape inspection, a bid was requested for the removal of two ficus tree in front of units 3658 and 3650 Mission Mesa. The cost for the removal and the installation of 4 -15 gallon Arbutus/Pink Trumpet trees is \$910.00. The bid submitted by Green Valley is enclosed for the Board's review. ***The Board should be prepared to make a decision regarding this matter. Page 11.***

**Mandatory Water Restrictions:** Effective June 1, 2009 San Diego will be in a level 2 drought alert. Landscape irrigation is limited to no more than three assigned day per week from June 1 – October 31. In addition, you may only water before 10:00 a.m. or after 6:00 p.m. Green Valley has adjusted the irrigation to the following schedule: Monday, Wednesday and Friday for no more than 10 minutes for each valve. ***This is informational only. No Board action is required.***

**Pest Control:** There are no pending items to be discussed pertaining to pest control.

**Maintenance Report:** The Board approved the bid submitted by Eric Johnson Roof Systems for repairs to all of the buildings roofs. The work began on June 1, 2009 and is scheduled to continue through the third week of June. A notice was posted alerting the members of the scheduled repairs.

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**Architectural Report:** Recently Management received a request for an Architectural application for the installation of a satellite dish. In reviewing the current Architectural Guidelines, the Association Notification Process was conflicting with the pre-approval form. The current guidelines indicate prior Board approval is required. In addition, the guidelines call for the installer to sign a maintenance and indemnity agreement. This agreement was drafted by the Association's previous attorney and need to be updated. Enclosed is a current copy of the guidelines, the indemnity agreement and some information regarding limitations on restrictions. ***The Board should be prepared to make a decision regarding this matter. Page 12-22.***

**Pool Report:** There is no pool report for this meeting

**Rules & Regs. Report:** Enclosed is a copy of the most recent inspection of the community. Letters have been sent as a result of items noted during the property inspection. ***This is informational only, no Board action is required. Pages 23-24.***

**Skateboarding in Common Areas:** This topic was requested to be placed on the Agenda. The Association's current Rules and Regulations state the following, "Skateboarding, roller skating and rollerblading are not permitted within the common areas of the complex. The common area is the total Mariposa complex except for the city streets and city sidewalks along Mission Vista Drive and Mission Mesa Way." As directed, Management consulted with the Association's Attorney. A copy of the current Rules and Regulations that pertain to skateboarding along with the recommendation from the attorney is enclosed for the Board review. ***The Board should be prepared to discuss this topic. Pages 25-26.***

**Newsletter:** The July Newsletter will be hand carried to the meeting for review.

**UNFINISHED BUSINESS: Exterior Painting of Buildings:** Program finished. A list of the items pending is enclosed. In addition, a request was made to include discussion of the patio caps repairs made by PrimeCo on the agenda. ***The Board should be prepared to discuss this topic. Page 27.***

**Towing Vehicles:** As part of parking enforcement, the Board should be prepared to appoint a member to issue parking violation notices. Management will bring a catalog for the Board to select a parking violation notice.

**NEW BUSINESS: Resignation of Board Member:** We received a formal letter of resignation from one of the Board members, Jim Cauley. In accordance with the Association's bylaws, it is at the Board's discretion to appoint a Member to serve for the remainder of this term. The Board may wish to include an application for the open position with the July statements. ***The Board should be prepared to make a formal motion accepting the resignation, effective immediately. Page 28.***

**DATE OF NEXT MEETING: July 8, 2009 at 6:30 p.m., at the Community Pool.**

### **ADJOURNMENT**

Thank you for your attention to these items. If you have any questions or need additional information, please call me prior to the meeting so that I can obtain the answers for the meeting.

Kristina Thomas  
Community Manager

