

# **Mariposa of Mission Pacific Property Owners Association**

## **MINUTES OF THE BOARD OF DIRECTORS MEETING**

**April 14, 2010**

**MEETING NOTICE:** Upon notice given and received, a Board of Directors meeting for the Mariposa of Mission Pacific Property Owners Association was held on April 14, 2010, at 6:30 PM, at the community pool, on-site.

**CALL TO ORDER:** The meeting was called to order at 6:30 PM by Board President James Lanflisi.

**ATTENDANCE:** Directors present: James Lanflisi, President  
Karen Walter, Vice-President  
Stephanie Dale, Secretary  
Gary Ebreck, Treasurer  
Art Leider, Director at Large

Directors Absent: None

Others Present: Becky Burchard of Menas Realty Company and a few interested homeowners.

### **HOMEOWNER FORUM:**

Time was set aside for homeowners in attendance to address the Board with questions and concerns regarding the community.

### **MINUTES:**

The Board reviewed the Regular and Executive Meeting Minutes of March 10, 2010.

Upon a motion duly made by Stephanie Dale, seconded by Karen Walter and unanimously carried, the Board approved the March 10, 2010 Regular and Executive Meeting Minutes as submitted.

### **FINANCIAL REPORT:**

The Board of Directors reviewed the March 2010 Financial Reports.

Upon a motion duly made by Karen Walter, seconded by Gary Ebreck and unanimously carried, the Board accepted the March 2010 financials, subject to the CPA's year end review.

The above information confirms that the Board has complied with Section 1365.5 (a) 1 through 5 of California Civil Code.

**Delinquencies:** The Board reviewed the report from Menas Realty that there are four accounts due for the filing of a lien due to non-payment of their assessments.

Upon a motion duly made by Stephanie Dale, seconded by Karen Walter and unanimously carried, the Board approved the filing of a lien against APNs 456-541-17, 456-546-19, 456-541-03 and 456-544-14 should they fail to bring their account current by the deadlines specified in the Association's Collection Policy.

### **MANAGEMENT REPORTS:**

**Action List:** The Board reviewed the action list from the March 10, 2010 Board Meeting. No action was required of the Board.

Property Inspection: The Board reviewed the March 26, 2010 property inspection reports from Menas Realty and Green Valley Landscape. No action was required of the Board.

Landscape Committee Recommendations: The Board reviewed the Green Valley landscape proposals recommended by the landscape committee for approval.

Upon a motion duly made by Karen Walter, seconded by Gary Ebreck and unanimously carried, the Board approved the following proposals from Green Valley Landscape:

- 1) 590-2009-31, 3622/3618 Mission Mesa planter improvements \$486
- 2) 590-2009-48, 3504 Mission Mesa landscape improvements \$283
- 3) 590-2010-20, 3666/3664 Mission Mesa landscape improvements \$216

Violation Spreadsheet: The Board reviewed the violation spreadsheet showing all violation letters issued since January 2010. No action was required of the Board.

Work Orders: The Board reviewed the April work order log. No action was required of the Board.

**UNFINISHED  
BUSINESS:**

Community Paving Proposals: The Board discussed the community paving project and reviewed the scope of work prepared by J&S Asphalt. Management informed the Board that, since the final scope of work was prepared and sent to all other bidding companies, comparison bids have yet to be received. No action was required of the Board.

Demo/Wall Installation Project Discussion: The Board discussed the ongoing wall replacement project along Mission Gorge Road. The second section was reported complete and the Board instructed Management to follow up with Service Plus regarding when demo will start on the final section.

Monument Sign Proposals: The Board reviewed multiple proposals for the fabrications and installation of a new monument sign. The Board tabled the matter and requested that a sample of each proposed sign material be obtained for Board review and consideration.

Annual Financial Review Report: The Board reviewed the annual financial review report as prepared by Greg Villard, CPA.

Upon a motion duly made by Stephanie Dale, seconded by Karen Walter and unanimously carried, the Board approved the annual financial review report as submitted.

The CPA Representation Letter was signed by the Board at this time.

Tree Trimming/Removal Proposals: The Board reviewed multiple proposals for the annual tree trimming work and removal of 5 Eucalyptus trees from the Bellaire slope.

Upon a motion duly made by James Lanflisi, seconded by Karen Walter and unanimously carried, the Board approved the proposal from Green Valley Landscape for the 2010 tree trimming services in the amount of \$13,325.

Also, upon a motion duly made by James Lanflisi, seconded by Gary Ebreck and unanimously carried, the Board approved the proposal from Green Valley Landscape for Eucalyptus removal in the amount of \$3,400.

Stair Railing Replacement Proposals: The Board reviewed hand railing style options submitted by multiple companies. Management reported that no proposals have been received to date. No action was required of the Board.

**NEW BUSINESS:** Pool Furniture Repair: The Board reviewed the pool furniture repair proposal from Quality Interiors in the amount of \$1,010.50 for 8 chairs. The Board instructed Management to have Quality Interiors and Seabreeze re-bid the work to re-strap and repair twenty-two lounge chairs.

Owner Account Charge Request: The owner of account 6251 submitted a request to reverse \$395 from their account due to wood repair charges. The Board denied the request, but is willing to reconsider the request if the owner provides back up documentation confirming that the charge was processed in error.

Pool Restroom Backup: The Board reviewed the invoice and recommendation for toilet replacement from Dependable Plumbing in response to the pool restroom sewer backup from April 8, 2010. The Board instructed Management to confirm that a disinfecting cleaning has been provided since the backup and to obtain a comparison proposal for the toilet replacement.

Architectural Improvement: The Board reviewed the after-the-fact improvement application from 3410 Mission Mesa Way for the installation of a tank-less water heater after their previous water heater broke.

Upon a motion duly made by Karen Walter, seconded by Gary Ebreck and unanimously carried, the Board approved the application as submitted.

General Board/Newsletter Discussion: No other discussion items were brought up at this time.

**NEXT MEETING:** The next Board of Directors meeting is scheduled for May 12, 2010 at 6:30 PM at the community pool, on-site.

**ADJOURNMENT:** With no further business to come before the Board at this time, the meeting was adjourned at 7:35 PM.

Respectfully submitted,

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Board Member Signature

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Date