

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

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

**May 12, 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 May 12, 2010, at 6:30 PM, at the community pool, on-site.

**CALL TO ORDER:** The meeting was called to order at 6:33 PM by Board President James Lanflisi.

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

Directors Absent: Karen Walter, Vice-President

Others Present: Becky Burchard of Menas Realty Company.

### **HOMEOWNER FORUM:**

Time was set aside for homeowners in attendance to address the Board with questions and concerns regarding the community. No owners were in attendance.

### **MINUTES:**

The Board reviewed the Regular Meeting Minutes of April 14, 2010.

Upon a motion duly made by Stephanie Dale, seconded by Art Leider and unanimously carried, the Board approved the April 14, 2010 Meeting Minutes as submitted.

### **FINANCIAL REPORT:**

The Board of Directors reviewed the April 2010 Financial Reports. Multiple questions were presented regarding the financial reporting.

Upon a motion duly made by Gary Ebreck, seconded by James Lanflisi and unanimously carried, the Board accepted the April 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 the following six APNs are due for the filing of a lien due to non-payment of their assessments:

|               |               |               |
|---------------|---------------|---------------|
| 456-544-07-00 | 456-542-11-00 | 456-542-33-00 |
| 456-545-19-00 | 456-541-46-00 | 456-541-50-00 |

Upon a motion duly made by James Lanflisi, seconded by Gary Ebreck and unanimously carried, the Board approved the filing of a lien against the above APNs 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 April 14, 2010 Board Meeting. James Lanflisi and Art Leider reported possible availability to assist with the pool lounge chair re-strapping project. No action was required of the Board.

Property Inspection: The Board reviewed the April 30, 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 James Lanflisi, seconded by Gary Ebreck and unanimously carried, the Board approved proposal #590-2010-27 to remove and replace 8 dead plum trees throughout the community, subject to the replacement trees being 15 gallon and the type of tree to be confirmed by the landscape committee, not to exceed \$2,400.

Also, upon a motion duly made by James Lanflisi, seconded by Gary Ebreck and unanimously carried, the Board approved proposal #590-2010-19 to install new plant material at 3678 Mission Mesa in the amount of \$135.

Violation Spreadsheet: The Board reviewed the violation spreadsheet showing all open violation letters dating back to March 2010. No action was required of the Board.

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

**UNFINISHED  
BUSINESS:**

Community Paving Proposals: The Board reviewed multiple proposals for street repairs, sealing and painting.

Upon a motion duly made by James Lanflisi, seconded by Gary Ebreck and unanimously carried, the Board approved the proposal from J&S Asphalt, subject to them matching the base price of National Paving of \$35,675, or not to exceed \$38,000. If J&S is unable to meet these requirements, the contract will go to National Paving for the same not to exceed amount of \$38,000.

Demo/Wall Installation Project Discussion: Management informed the Board that due to the primary contact with Service Plus being out for a month after an accident, the scheduling of the demolition work was delayed. Service Plus is working to reschedule the work and will communicate the availability to Management as soon as possible. No action was required of the Board.

Monument Sign Proposals: The Board reviewed multiple proposals for the fabrications and installation of a new monument sign.

Upon a motion duly made by Stephanie Dale, seconded by James Lanflisi and unanimously carried, the Board approved to proposal from Omni Graphics for an aluminum sign in the amount of \$1,216, subject to confirmation that the sign will be anodized and that the blue lettering will match the blue of the community.

Stair Railing Replacement Proposals: The Board reviewed a proposal for hand rail replacement. The Board discussed multiple railing options and how to obtain a count of all stairs and railing length. The Board instructed Management to follow up with all bidding companies and investigate all questions presented.

Pool Toilet Replacement Proposals: The Board reviewed multiple proposals for the replacement of the pool restroom toilets. Upon further testing of the toilets and finding that they are still working at this time, the Board declined the proposals at this time, but may elect to revisit the matter if deemed necessary.

**NEW BUSINESS:** Collection Policy Finalization: Time was set aside to review any comments, positive or negative, regarding the proposed revisions to the collection policy. Management informed the Board that no comments have been received to date.

Upon a motion duly made by James Lanflisi, seconded by Art Leider and unanimously carried, the Board approved the collection policy revision as proposed, subject to review of any final comments received by the 30 day membership review deadline.

Reserve Study Proposals: Management informed the Board that the Association is due for a Level I or Level II reserve study, with site visit, for 2010. The Board reviewed multiple proposals for these services and tabled the matter until the next meeting, subject to management obtaining references from McCaffery Consultants.

SDG&E Rate Notification: The Board reviewed the notice from SDG&E inviting the Association to select from two gas rate options, depending on the preference of the Board.

Upon a motion duly made by James Lanflisi, seconded by Stephanie Dale and unanimously carried, the Board approved to be billed under the Commercial GN-3 rate, which is less expensive to the Association than the Residential rate.

Owner Requests: The Board reviewed the following Owner requests:

1) 3431 Mission Mesa Way submitted further clarification of their appeal of the wood repair charge processed against their account in relation to the community painting project.

The Board instructed Management to contact PrimeCo on behalf of the owner to see if they have record of the reported verbal agreement with the owner that the work was not necessary and if they will reimburse the owner for the charge. If PrimeCo does not have record and if they refuse the request for reimbursement, the charge to the owner's account will stand.

2) 3666 Mission Mesa Way submitted an improvement application to install a money saving device from SDG&E on their A/C unit or the nearby patio wall. The Board confirmed that if installed on the A/C unit or wall below the patio cap and out of view, the improvement is pre-approved and does not require Board approval.

3) 7860 Mission Vista submitted a request to have the ivy ground cover around their property replaced with mulch and less plant material due to mice sightings. The Board instructed Management to obtain a price from Green Valley for the desired work for Board consideration.

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 June 9, 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 8:15 PM.

Respectfully submitted,

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Board Member Signature

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Date