

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

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

**June 9, 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 June 9, 2010, at 6:30 PM, at the community pool, on-site.

**CALL TO ORDER:** The meeting was called to order at 6:31 PM by Board President James Lanflisi.

**ATTENDANCE:** Directors present: James Lanflisi, President  
Karen Walter, Vice-President  
Stephanie Dale, Secretary  
Gary Ebreck, Treasurer

Directors Absent: Art Leider, Director at Large

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 Meeting Minutes of May 12, 2010.

Upon a motion duly made by Stephanie Dale, seconded by Gary Ebreck and unanimously carried, the Board approved the May 12, 2010 Meeting Minutes as submitted.

### **FINANCIAL REPORT:**

The Board of Directors reviewed the May 2010 Financial Report.

Upon a motion duly made by Karen Walter, seconded by Gary Ebreck and unanimously carried, the Board accepted the May 2010 financial report, 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 APN 456-544-33 is due for the filing of a lien due to non-payment of their assessments.

Upon a motion duly made by James Lanflisi, seconded by Karen Walter and unanimously carried, the Board approved the filing of a lien against the above APN should they fail to bring their account current by the deadlines specified in the Association's Collection Policy.

**Investment of Funds:** The Board reviewed the recommendation from Morgan Stanley to invest excess operating funds in a one year CD for approximately 1% interest. The Board elected not to invest funds at this time.

**MANAGEMENT  
REPORTS:**

Action List: The Board reviewed the action list from the May 12, 2010 Board Meeting. No action was required of the Board.

Property Inspection: The Board reviewed the May 28, 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 Karen Walter and unanimously carried, the Board approved the following proposals as recommended:

- #590-2010-30, to fill in bare areas by 3446 Mission Mesa for \$108
- #590-2010-31, to fill in bare areas by 3536 Mission Mesa for \$108
- #590-2010-32, to fill in bare areas by 3542 & 3546 Mission Mesa for \$324

Stephanie Dale also provided an update regarding the Plum Tree removal and replacement project, as approved at the May meeting. No action was required of the Board.

Violation Spreadsheet: The Board reviewed the violation spreadsheet showing all open violation letters dating back to March 2010. The Board reminded Management to follow up on some of the open violations from March and April. No action was required of the Board.

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

Pool Pump Replacement: Management informed the Board that pool pump failed on Thursday, May 27<sup>th</sup>. The cost to replace the pump was \$800. Due to the failure occurring immediately prior to the holiday weekend and with the cost not exceeding the pre-approved expenditure amount in the management contract, Menas had the pump replaced. The Board requested warranty information from B&H Pool. No action was required of the Board.

**UNFINISHED  
BUSINESS:**

Community Paving Project: The Board reviewed maps from J&S Paving showing the move-in schedule for each phase of the project, with the first repairs starting June 28<sup>th</sup>. The Board instructed Management to mail out the asphalt repair map and notice of construction to the residents as soon as possible.

Demo/Wall Installation Project Discussion: Management informed the Board that Service Plus has again failed to start the final demo work as scheduled for June 7<sup>th</sup> and no response has been received to voicemails left prior to the meeting. The Board instructed management to continue to follow up with Service Plus regarding the lack of service. No action was required of the Board.

Monument Sign Discussion: The Board re-evaluated multiple color and finish options for the new monument sign.

Upon a motion duly made by James Lanflisi, seconded by Karen Walter and unanimously carried, the Board approved the anodized aluminum in a Medium Bronze 1240 color, in the amount of \$1,272.

Stair Railing Replacement Proposals: The Board reviewed multiple proposals for hand rail replacement. The two vendors who walked the project had differing railing counts. The Board tabled the matter until the Board can walk the community, confirm the railing count and finalize the scope of work.

Reserve Study Proposals: The Board reviewed multiple proposals to conduct a reserve study with site visit.

Upon a motion duly made by James Lanflisi, seconded by Karen Walter and unanimously carried, the Board approved the proposal from McCaffery Reserve Consulting to conduct a Level I study in the amount of \$1,100. The study should be conducted once the asphalt project has been completed.

**NEW BUSINESS:** PrimeCo Appeal Response: The Board reviewed the response from PrimeCo regarding the appeal of wood repair charges from 3431 Mission Mesa reporting that all repairs were required and completed as directed. Based on the response received, the Board elected to uphold the original denial to waive any wood repair charges from the owner's account.

Owner Request: The Board reviewed the request from 3421 Mission Mesa to hold a father's day event at the pool area.

Upon a motion duly made by James Lanflisi, seconded by Stephanie Dale and unanimously carried, the Board approved the owner's request, subject to them cleaning up the area after use and understanding that they cannot reserve exclusive use for any portion of the pool area.

General Discussion: The Board discussed articles for the July newsletter. No action was required of the Board.

**NEXT MEETING:** The next Board of Directors meeting is scheduled for July 14, 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 7:50 PM.

Respectfully submitted,

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Board Member Signature

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Date