

**SUNKIST VILLAS HOMEOWNERS ASSOCIATION
HOMEOWNERS MEETING MINUTES
APRIL 15, 2014**

ROLL CALL – Board members in attendance were Kish Lekhraj- President, Richard Teasley – Secretary Gregg Bercovitz – Vice President and Angela Makaryan- Treasurer and Margaret Davis – Member at Large. Representing Westcom Property Services was Ana Elizondo. Owners in attendance were Units 27, 29, 32, 30, 81, 44, 16, 76 and 42. Meeting called to order at 7:10 pm.

Next months meeting – Next month’s meeting has been tentatively scheduled to take place on May 20, 2014 – location to be determined.

OPEN FORUM

Unit 27 – Owner inquired about the trimming of the tree behind her unit and the removal and replacement of the oleanders. Board advised that a landscape walk with the landscape company is being scheduled and that those items would be addressed. Owner addressed recent water shut off by a unit with no notice to the owners. Board advised that they are aware of the situation at that they would be speaking to the owner about the matter.

Unit 30 – Owner advised of water pressure issues that were happening ever since the water to the units had been shut off. Owner also informed the Board that the Sunland wall behind her unit is need of repair. Board advised that the entire Sunland wall will be surveyed for needed repairs in the near future.

Unit 29 – The owner advised that he was interested in running for the Board. Board advised that nomination forms would be mailed to all owners next month. Board discussed the matter of the illegal patio structure that the owner is refusing to remove or correct. Board advised that the matter of the illegal patio would be discussed further in executive session.

Unit 4 – The owner commented that the grass areas should be aerated and commented that the hedges behind her unit are dead. Board advised that all landscape areas would be addressed on landscape walk.

Unit 81 – Owner thanked the Board for recent sprinkler repairs.

Unit 73 – The owner advised of issues with guest parking and that many tenants from the HUD building next door are parking on our property. Board asked Ana to reach out to the manager of the building and advise of the issue. The owner inquired about the status of repairs to his damaged floors from water intrusion from the last rain. Board advised that the estimate they submitted would be reviewed later in the meeting.

Unit 76 – Owner advised that all the vegetation in front of her unit is gone and that ground cover is needed. The owner asked if she could plant the area. The board advised her to submit a request in writing for planting the area and to specify exactly what will be planted.

Since there were no further open session matters to discuss, open forum session was closed.

Minutes – The minutes of the March 2014 meeting were approved as written.

FINANCIAL REPORT – Angela gave the following report: Balance as of March 25, 2014 – Operating – \$73,881.48. Assessment Receivable - \$23,679.64 and Reserves - \$78,832.94.

Missing Payments – Ana informed the Board that 2 checks written to LA Hydrojet have never been cashed. The Board advised Ana to void and re-issue the checks.

OLD BUSINESS

Committee Volunteers – Committee volunteer forms have been received and are currently under review by the Board. The Board will advise the owners which committee(s) they have been elected to serve.

Landscape – E-mail sent to SLM as follow up request for bids on fire clearance and oleander replacement behind unit 27.

Utility Closet Waterproofing – Estimate from A&E Builders was reviewed for the waterproofing work at Unit 30. Kish advised that he would follow up with an additional bid from Barbosa Construction.

Drain Replacement – Units 20-23 – Estimate from Pepper Builders was reviewed for drain replacement at Units 20-23. Kish and Richard will obtain additional bids for this work and for drain repairs in other areas of the property.

Architectural Approval – Unit 33 – Patio Enclosure – The Board approved the modified patio enclosure for Unit 33. Ana will send the owner formal approval. All Association requirements have been met.

Drain Issue – Unit 34 – Owner of Unit 34 advised of a drain issue within the patio. Kish advised that he would meet with the owner to discuss and review.

Floor Repairs – Unit 73 – Board reviewed estimate submitted by owner and advised that an additional bid would be obtained for the replacement.

Electrical Issues – Unit 58 – Owner advised of electrical issues that surfaced after power washing of unit was done a few months back. Kish advised that he would inspect and advise what needed to be done.

Arch Approval – Unit 54 – Front Door - Owner received approval for the replacement of the front door.

Arch Approval – Unit 12 – Front Door/Porch light – Owner received approval for the replacement of the front door and porch light.

Mailbox Replacement – Order for new boxes has been placed. Order should be delivered by mid-April. Installation will be coordinated once received.

Fence Repairs – Letter sent to Unit 73 regarding their responsibility for fence repairs in the amount of \$350.00. Owner asked for payment arrangements for cost. Board agreed to allowing payment arrangements for the fence replacement.

Mailbox Replacement – Delivery of mailboxes scheduled for April 22nd. Once received, company will schedule installation with management.

NEW BUSINESS

Architectural Approval – Board reviewed architectural approval submitted for back patio landscape upgrades. Board met with tenant and discussed drain issues. Board approved request for the work as long as drain specifications were met.

Landscape Clippings – Several owners were sent letters about disposing of landscape clippings over the Sunland wall. All owners must dispose of their own landscape clippings in their own trash containers.

Patio Screen – Letter was sent to Unit 1 requesting repair of their screen door that was noted to be off track.

Termite Inspection – Report from Higgins for Unit 69 was reviewed and approved. Ana will coordinate termite treatment work with Higgins and owner directly.

Graffiti - Reported on the common area behind Unit 2. Kish advised that the painters have been instructed to remove by end of week.

Balcony Repairs – E-mail received from Unit 62 regarding needed balcony repairs. Kish advised that repairs have already been taken care of.

Page 3.
Sunkist Villas HOA
Board Meeting Minutes
April 15, 2014

New Owner – Ana advised board of new owners for Unit 86.

Adjournment - Since there was no additional business to discuss the Board meeting was adjourned at 8:35 pm.

Respectfully Submitted by: Ana Elizondo, Westcom Property Services