

**SUNKIST VILLAS HOMEOWNERS ASSOCIATION  
HOMEOWNERS MEETING MINUTES  
MAY 20, 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 48, 69, 29, 39, 21, 27, 4, 11, 70, 32 and 18. Meeting called to order at 7:11 pm.

**Next months meeting** – Next month’s meeting has been tentatively scheduled to take place on June 17, 2014 – location to be determined.

**OPEN FORUM**

Unit 48 – Owner was in attendance to discuss a tandem parking issue/fine.

Unit 69 – Owner was in attendance to discuss a termite issue. Owner advised that termite treatment was approved earlier in the month and will be scheduled shortly.

Unit 29 – Owner was in attendance and openly discussed a legal matter pertaining to the illegal construction of a patio for his unit. Owner advised that he is in receipt of the letter from the Associations attorney and asked for the Board to provide him with cost of legal expenses. In addition he advised that the Board should be concentrating on other issues such as the landscape and irrigation problems. Owner also advised of the status of the architectural committee. Board advised that this issue is pending.

Unit 39 – Owner in attendance to discuss issues with Unit 38 and debris surrounding their unit. Board will discuss in executive session.

Unit 21 – Owner advised the Board of issues with their fence. Board advised that there are many fence issues throughout the community and that they will be working on bids for repairs shortly.

Unit 27 – Owner thanked the Board for the recent trimming of the oleanders behind her unit. She informed the Board that the tree was only trimmed partially and requires additional work. Board advised they would have it trimmed.

Unit 4 – Owner in attendance to discuss landscape issues. Board advised that her e-mail was received and the fire clearance issues have been addressed with the landscape company.

Unit 11 – Owner in attendance to discuss chimney repairs. Owner advised the Board that a claim should be submitted to the Associations policy. Kish advised that he is in communications and discussions with both of the adjusters assigned to the claim, hers and the HOA’s.

Unit 18 – The owner advised of contact information for the City to be used to report issues such as bulky item pick up and anything City related. The number is myla311 and the app can be added to your smartphone.

Board asked Ana to make sure to add the minutes to the HOA website.

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

**FINANCIAL REPORT** – Angela gave the following report: Balance as of April 25, 2014 – Operating – \$72,098.53. Assessment Receivable - \$22,465.14 and Reserves - \$80,621.67.

**Annual Review** – 3 estimates were reviewed for preparation of the Association annual review. A motion was made and seconded to approve the review proposal from Timothy Bradley, CPA.

**Reserve Study** - Board advised that the reserve study is underway and will not be ready in time to distribute with the Associations budget. The executive summary will be distributed to the membership once approved by the Board.

## 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.

**Drain Replacement – Unit 77** – Approval was granted to Unit 77 for architectural modifications to the back yard of the unit. The Board approved drain replacement work by Sheridan Landscape. Ana provided the Board with a change order for \$150 from Sheridan. The board will discuss the change order in executive session.

**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.

**Mailbox Replacement** – Ana advised that mailboxes are in and installation has been scheduled for May 31, 2014. Ana advised that notices will be mailed to the units affected. Kish will be point of contact with vendor and with owners for key distribution.

**Floor Repairs – Units 73 & 78** – Board approved estimate for floor replacement from C&C Service. Kish will advise Owner(s) and schedule work with contractor. Release forms are to be obtained from the owners once work is completed.

**Electrical Issues – Unit 58** – Owner advised of electrical issues that surfaced after power washing of unit was done a few months back. Kish advised Ana to contact Melvin the electrician for repairs.

**Termite Treatment** – Treatment approved for Units 15 & 69.

## NEW BUSINESS

**Pasadena Landscape** - Ana advised the Board of monies owed to Pasadena Landscape for tree trimming work done a few months back. The Board tabled this issue for discussion at a later date.

**SLM Bids** - Bids were approved for the following work – Fire clearance/weed abatement, removal of oleanders and clean up behind unit 26 & 27, installation of plant material at Unit 53 alongside wall and installation of railroad ties at Unit 28 & 28 (3 tier minimum) and new irrigation head upgrade.

**Block Wall Repairs** – E-mail received from Unit 44 regarding needed repairs to the block wall along Sunland Blvd. Board advised that it would add these repairs to their to do list.

**Nomination Forms** – Nomination forms have been mailed to all owners. Annual meeting scheduled for July 15, 2014.

**SLM** – Ana will contact SLM about the conditions of the property. Grass is dying and an inspection is needed from the supervisor asap.

**Adjournment** - Since there was no additional business to discuss the Board meeting was adjourned at 8:28 pm.

Respectfully Submitted by: Ana Elizondo, Westcom Property Services