

**SUNKIST VILLAS HOMEOWNERS ASSOCIATION
HOMEOWNERS MEETING MINUTES
JANUARY 15, 2013**

ROLL CALL – Board members in attendance were Hugh Tidwell - President, Kish Lekhraj- Vice President, and Angela Makaryan - Treasurer, Richard Teasley – Secretary and Margaret Davis - Member at Large. Representing Westcom Property Services was Ana Elizondo. Owners in attendance were units 11, 27, 29 and 32. Meeting called to order at 7:05 pm.

Next months meeting – Next month’s meeting is scheduled to take place on Tuesday, February 19, 2013.

OPEN FORUM

#32 – The owner was in attendance to discuss the broken up driveway on Sunland Blvd. Unit 27 advised that there is a long standing work order with the City on that repair and she advised that she would e-mail Ana the information so she could follow up. The Board did encourage owners to contact the City for the needed street maintenance.

#11 – The owner advised of a possible issue with termites on her front porch. Kish advised that he would look at and report his findings.

#29 – The owner was in attendance to discuss his architectural request for the installation of a free standing patio awning in their exclusive use common area back yard patio. The owner advised that he would submit pictures and obtain neighbor approval for review.

#27 – The owner informed the Board of issues she is having with the adjacent neighbor’s property. The fence is in need of repair. The neighbor’s dog has been seen in her backyard and roaming the common area. The Board advised that it would send the neighbor a letter requesting the repair of the fence. The owner is to provide Ana with the address of the property behind her. Owner advised that she would forward needed information to Ana soon.

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

Minutes – The minutes of the December meeting were approved. All in favor. Motion passed.

FINANCIAL REPORT – Angela Makaryan gave the following report: Balance as of December 25, 2012 – Operating – \$45,121.89 and Reserves - \$221,132.81.

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Loan – The Board asked Ana to complete application and submit to Pacific Western.

Reserve Study – Estimate was obtained from Association Reserves for the preparation of the reserve study. The Board asked Ana to obtain another estimate for review.

OLD BUSINESS

HOA Website – The website is up and running. Ana will include a notice with next month’s billing to advise all the owners. The new associations’ website is www.sunkistvillashoa.org.

Architectural Request/Approval – Unit 81 revised their architectural request for the installation of a walkway on the side of their unit. The owner would like to install tile pavers instead. The Board reviewed and approved the owners request for the installation.

NEW BUSINESS

Architectural Approval – Approval was granted to Unit 80 for a fence extension. The fence will be extended when its replaced by the Associations contractor.

Architectural Request – Unit 29. See Open Forum.

#27 – Owner reported issue of cable installation at Unit 28.

BID PACKET

- Gutter cleaning estimate from Pepper Builders was approved. Gutter cleaning scheduled for the week of 1/16.
- Locks on timers to be changed out. Richard will handle.
- Swale cleaning estimate approved with the condition that Allstate will also throw in plant installation.
- Catch basin repair under way at Unit 13. Ana will follow up with Allstate on repairs.
- Sewer line repairs completed at Unit 77.
- Hugh advised of possible cell tower installation that could promote revenue to the Association. Hugh will do more research and report to the Board at a later date.
- Richard reported of issues with the cable lines that were recently installed behind Units 76-78. Ana will follow up with Time Warner.
- Grading issue at Unit 30 will be taken care of by next month; Kish has asked Allstate for a few estimates on repair.
- Fence estimate from Anibal for Units 15, 40 and 81 received. Additional estimate from Anibal received that includes fence replacement at Units 80-81 and 82. Kish advised that he would look at the areas and advise on how to proceed.
- Ana to follow up on pine tree trimming estimate.

Adjournment - Since there was no additional business to discuss the Board meeting was adjourned at 8:33 pm.

Respectfully Submitted by: Ana Elizondo, Westcom Property Services