

**SUNKIST VILLAS HOMEOWNERS ASSOCIATION  
HOMEOWNERS MEETING MINUTES  
FEBRUARY 19, 2013**

**ROLL CALL** – Board members in attendance were Hugh Tidwell - President, Kish Lekhraj- Vice President, and Richard Teasley – Secretary. Angela Makaryan and Margaret Davis, were absent but excused. Representing Westcom Property Services was Ana Elizondo. Owners in attendance were units 81, 8, 30, 29, 27 and 11. Meeting called to order at 7:08 pm.

**Next months meeting** – Next month's meeting is tentatively scheduled to take place on March 26, 2013.

**OPEN FORUM**

#81 – The owner of Unit 81 was in attendance to lodge a complaint toward the owner of Unit 80. He informed the Board that Unit 80 had made architectural modifications without Board approval. The Board advised that it would discuss the matter in executive session.

#8 – The owner was in attendance to discuss a recent NOD levied on their account. The owner gave permission to discuss this matter in open session. The owner asked for Board consideration for reversal of this fee as the owner did not receive a late fee prior to receiving the NOD. Ana informed the owner that she received the NOD because the account was 45 days past due and the account should have also received a late fee after the 30<sup>th</sup> day of delinquency. Ana will look into the matter of the late fee and the Board advised that it would discuss their decision in executive session.

The owner also asked for an update on wood repairs to her unit. Kish advised that the balcony and wood repairs are on schedule and should be taken care of shortly.

#30 – The owner of unit 30 was in attendance to discuss the recently installed railroad ties that were installed to assist with drainage and run off issues that affect their unit. The owner advised of their concerns with respect to drainage and termites. The Board advised that the railroad tie installation was a temporary measure at fixing the issue as the cost to install a permanent pony wall was cost prohibitive. The board was hopeful that the railroad tie installation would fix the problem.

#29 – The owner of Unit 29 was in attendance and provided his input to the Board on the railroad tie installation. He did not feel that the installation would fix the drainage issue and advised the Board that a retaining wall would be a better alternative. The Board advised that the railroad install was done due to cost but was open to review of a proposal if the owner cared to obtain one for a better alternative.

The owner advised of poor workmanship being done by the wood contractor and painter. He advised of them using old screws and that they cut the power to their upstairs room but failed to report this to the Board at the time that it occurred. He also advised that there is no oversight for the workers while on site and was wondering about the clean- up process as his windows were dirty from all the dust. The Board advised that they would speak to the contractor about the workmanship and informed the owner that with any construction there would be dust and that efforts are being taken to minimize this.

#27 – The owner of Unit 27 was in attendance and asked about the schedule of contractors on the wood work. The owner advised that it may be a good idea to send the owners a list of when services are to be done by the pool, landscape and other daily contractors.

#11 – The owner was in attendance to discuss a phone call received from the management company requesting that they cease and desist from altering the common area. The owner advised that they installed brick pavers in the common area adjacent to their garage door due to the fact that the area was constantly saturated with water and was full of mud that they were tracking into their unit. The owner advised that no grass was removed for the installation as the grass was gone due to the mud and water. The owner advised that she did not appreciate being accused of this by another owner. The owner informed the Board that she was given approval to place the pavers by Board member Richard Teasley as a temporary measure. The Board advised her that it would look into a permanent solution to this matter.

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

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

**FINANCIAL REPORT** – Richard Teasley gave the following report on Angela's absence: Balance as of January 25, 2013 – Operating – \$63,675.60 and Reserves - \$212,748.05.

**Loan** – The Board asked Ana to complete application and submit to Pacific Western. Loan application is currently pending.

**Reserve Study** – Estimate was approved for preparation of the reserve study by JD Brooks and Associates. Ana will send approval and submit documentation needed.

### **OLD BUSINESS**

**HOA Website** – The website is up and running. The new associations' website is [www.sunkistvillashoa.org](http://www.sunkistvillashoa.org). Audio password is [audio-2012-hoa-recordings](#).

**Architectural Request/Approval** – Unit 29 was in attendance to ask about the status of their patio cover installation. The Board advised the owner that since they had decided to change the material being used from their original request, they would need to re-submit the request with the correct material and owner approval information. Once received it would be reviewed for approval.

### **NEW BUSINESS**

**Property Inspection** – The Board reviewed inspection conducted by Ana on Friday February 15.

Board asked Ana to check with Allstate on watering times. Many areas appear over watered.

Letters will be sent to units found to be in violation.

### **BID PACKET**

- **Pine tree trimming estimates** – Board reviewed estimates but decided to vote when all Board members were in attendance at next month's meeting.
- **Pool leak repair estimates obtained from Cal West.** Board approved estimate for repair.
- **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. Hugh to provide update.
- **Fence replacement was done at Units 79-81.** Fence work still needed at Units 15 and 40. Kish to follow up on estimate from contractor.

**Adjournment** - Since there was no additional business to discuss the Board meeting was adjourned at 9:02 pm.

Respectfully Submitted by: Ana Elizondo, Westcom Property Services