

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 14, 2016**

BOARD MEMBERS

| | |
|------------------|-------------------|
| Jim Foley | President |
| Michael Toback | Vice President |
| Laurel Smith | Secretary |
| Gloria Felcyn | Treasurer |
| Anna Scicinska | Director |
| Dave Katleman | Director |
| Jeffrey Klopotic | Director (absent) |

OTHERS PRESENT

| | |
|----------------|-------------------------------------|
| Nora White | Homeowner |
| Chris Burns | Homeowner |
| Samer Sharaiha | Homeowner |
| Carole Carter | Homeowner |
| Michael Boltz | Homeowner |
| Sunny Young | Homeowner |
| Nilda Retamoso | Homeowner |
| Esther Faria | Homeowner |
| Luis Heredia | Community Management Services, Inc. |

ITEM I - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:00 PM at the association’s clubhouse.

ITEM II - Open Forum

- Samer Sharaiha owner of 19310 inquired as to the replacement of the slab of his home.
- Nilda Retamoso owner of 19430 commented on the height of the Ivy throughout the community and how it was blocking some of the pagoda lights. Nilda also noted she had wasp nests outside of her unit. Lastly Nilda asked about the use of power in a shared garage for an electric vehicle.
- Sunny Young of unit 19124 indicated the painting of the balcony rail had not been completed.
- Michael Boltz inquired as to the repairs or replacements scheduled for the roofs.

ITEM III – Review and Approval of the Minutes

- A. The Board reviewed the minutes from March 10, 2016 Board of Directors meeting. Gloria Felcyn made a motion to approve the minutes as presented. Laurel Smith seconded the motion and the motion carried.
- B. The Board reviewed the executive session minutes from March 10, 2015 Board of Directors meeting. Gloria Felcyn made a motion to approve the minutes as Presented. Laurel Smith seconded the motion and the motion carried.

ITEM IV - Committee Reports

A. Financial Report – March 31, 2016

- The Board of Directors reviewed the current reconciliations and account statements of the Association's operating and expense accounts for the past month, the operating and reserve revenues and expenses compared to the current year's budget, as well as the income and expense statement of the Association's operating and reserve accounts. Gloria Felcyn reported to the Board on the year to date for 2016 the current operating account as of March was \$93,740.72 and total reserves of \$2,321,802.90 Total income for February was \$77,247.88 with expenses for the month of \$81,338.90 reflecting a deficit of \$4,091.02 for the month of March.
- The Board of Directors reviewed the aging report for March 31, 2016.

B. Security

- David Katleman reported on a presentation from Bay Cities Automatic Gates for the installation of barrier gates for the entrance of the community. David met with Greg of Bay Cities and determined that barrier gates could be appropriate if they were installed to the right and left of the entrance. Bay Cities also prepared a proposal for the installation of 6 cameras at the entrance to the community, which would record vehicle license plates, and includes the cameras, the DVR and installation.

David Katleman made a motion to approve the installation of the cameras at the entrance of the community with a not to exceed reserves expenditure of \$30,000.00. Laurel Smith seconded the motion and the motion carried.

David Katleman made a motion to approve Bay City Automatic Gates to proceed with the survey for gating the community, which included contacting the city to determine their requirements. Gloria Felcyn seconded the motion and the motion carried for a total reserves expenditure of \$2,625.00.

C. Maintenance

- Jim Foley indicated an irrigation controller was not working due to a broken wire. Repairs needed to be expedited in order to avoid losing any plant material.

D. Clubhouse

- David Katleman announced the internet had all been inspected and was working properly. David requested the DSL and phone be disconnected.

E. Landscape

- Chris Burns reported to the Board the condition of the Redwood Trees. Gil Michel of Davey Tree has indicated the Redwoods are very stressed and require additional water. Chris Burns requested the Board consider the proposal from Davey tree for the plant care and deep watering. Laurel Smith made a motion to approve the proposal from Davey Tree as presented. Gloria Felcyn seconded the motion and the motion carried for a total reserve expenditure of \$31,253.00.

F. Governing Documents

- Jim Foley informed the Board and others present of the issue with the easement going through the abrams property. Since the builder had not completed a deed with the City of Saratoga the Association's Attorney Jeffrey Barnett had prepared a deed which would be

presented to Abrams the owner of the adjoining property to sign. This would eliminate the prohibition to the access to the fire road. Once this was completed the revised Governing Documents would be mailed out to all homeowner for review and approval.

G. Newsletter

- Anna Scicinska would be including articles regarding the pool opening, replacement of the spa cover, illegal dumping, occupancy form, and large dumpsters.

ITEM V – Association Manager’s Report

- A. The Board reviewed the action item list from the past 30 days. The Board also reviewed the work order history for the past 30 day, and the 2016 Calendar.

ITEM VI – Correspondences

- A. The Board of Directors reviewed the correspondence from the past 30 days.

ITEM VII – Other Business

- A. The Board of Directors discussed increasing the compensation to Todd of Progressive Pools for maintaining the pools and reflective pools. Mike Toback made a motion to approve an increase to the pool maintenance contract of 3%. Gloria Felcyn seconded the motion and the motion carried.
- B. The Board of Directors reviewed the revoking of the parking permits. Board would consider this issue again at the May meeting after the deadline for owners to return their occupancy form.
- C. The Board of Directors discussed the condition and progress of the slab at unit 19310. It was reported New Pipes had been replaced and Association Construction Service had been approved to meet the recommendation of the engineer’s report by filling in the floor building a 2’ root barrier, and install the slab.

ITEM VIII – Hearings

- A. The Board of Directors met with Michael Boltz and Sunny Young of unit 19124 regarding the noise from their unit due to the remodeling of their unit. Michael and Sunny were both surprised that no one on the Board had contacted them. They were both unhappy that one of the Board members had entered their home without permission.
- B. Esther Faria owner of 19213 was present to address the issue of smoking in the unit and in the patio. The Board also informed the owner the tenants were allowing their pet to defecate in the patio area and were not cleaning it up. The Board informed the owner the tenants and their guests could only smoke along the outside perimeter of the community.
- C. The owner of unit 19126, Jean Hankey was not present to discuss the issue of miss use of the fob by her daughter’s guest.
- D. The owner of unit 19421 could not be present and would not be able to attend a hearing until June.

ITEM VIII – Executive Session

- A. The Board adjourned into executive session to address member disciplinary action.

ITEM VIII – Adjournment

A. The Board reconvened the open meeting and adjourned at 9:30. The next Board of Directors meeting is scheduled April 14, 2016 at the Association's Clubhouse.



Vineyards of Saratoga Homeowners Assoc.

5/12/16

Date