

**VINEYARDS OF SARATOGA HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
August 9, 2018**

**BOARD MEMBERS**

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Gloria Felcyn	Treasurer (Absent)
Nora White	Director
Tom Schmidt	Director
Jeffrey Klopotic	Director

**OTHERS PRESENT**

Bill Oldfield	Community Management Services, Inc.
Katherine Weiss	Homeowner
Carolyn Carter	Homeowner
Chris Burns	Homeowner
Matt Kriege	Homeowner
Michael Kriege	Homeowner
Deborah Matheson	Homeowner
Walter (Joe) Galbraith	Homeowner
Yoko Galbraith	Homeowner
David Brazgel	Homeowner

**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**

Matt and Michael Kriege, one of the new owners of 19208, introduced themselves to the Board and those present. Matt will be moving in to the unit. The Krieges reported they have not received parking permits yet. The association manager told them he would check on the permits

Michael Kriege presented a windows form and supporting documentation to replace the sliding glass doors at 19208. The documents were reviewed by the Board and signed by Jim Foley. The association manager asked Michael to send him a copy of the documents.

Carolyn Carter reported that the downspout next to her unit was full of leaves and other debris. Jim Foley asked her to remind the association manager when the gutters are cleaned.

David Brazgel asked why the asphalt work was recently done because there are pot holes around the property. Jim Foley explained the reason the job that was done was solely to seal the asphalt and that repairs were done in several locations on an as needed basis.

David Brazgel reported he has seen dog waste around the community and asked what would be done about it. The question was asked if he knew the person who had not cleaned up after their dog. He replied that he did not know. It was explained that the Board regularly put information about cleaning up after dogs in the newsletter and that if the person was not know there was nothing that could be done.

Deborah Matheson reported that she has seen a letter regarding a noise issue related to her unit. She did not agree with letter and suggested an action for the Board to take.

Deborah Matheson commented on a letter sent out by the Board regarding legal fees. She stated she does not think the letter met the requirements of section 12.4 of the by-laws.

Deborah Matheson expressed a concern regarding her belief that the Board has adopted a standard procedure of homeowner's issues over the HOA's attorney to resolve.

Deborah Matheson provided the Association Manager a written copy of her full comments to the Board. The document will be put on file for her unit.

### **ITEM III – Review and Approval of the Minutes**

- A. The Board reviewed the minutes from July 12, 2018 Board of Directors meetings. Jeff Klopotic noted that his last name was not listed under the security section. Tom Schmidt report that the date on the minutes for the executive session was incorrect. Jim Foley wrote in the corrections. Jeff Klopotic motioned to accept the minutes as presented. Tom Schmidt seconded, and the motion passed unanimously.

### **ITEM IV - Committee Reports**

A. Financial Report – June 30, 2018

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.

The Board of Directors reviewed the aging report for July 31, 2018.

B. Security

- Jeff Klopotic reported there have been lot purse snatching in the Argonaut shopping center. He reported there had been a drug arrest in the Vineyards on July 12<sup>th</sup>. Jeff also reported that he had attended the City of Saratoga City Council meeting and that at the end of Cocks there are several dangerous dogs.

C. Maintenance

- Carolyn Carter reported her fence had not been repaired. The association manager will open a work order
- Jim Foley reported to the Board regarding a meeting with Terry Osuga.
- Laurel Smith asked about the work on the backflow devices. Jim Foley provided an update on the work. There had been several delays, but work was still on going. Jim Foley reported that the backflow device in the gate house was failed and asked the association manager to get a refund from Backflow Pro as they had certified the device was working properly.

- Laurel Smith brought up power washing the sidewalks before painting the steps on the interior of the property.

D. Website/Clubhouse

- Nothing to report

E. Landscaping

- Chris Burns reported the reflection ponds are all complete.

F. Welcoming Committee

- Kathrine Weiss reported she has been able to meet with several new residents.

G. Newsletter

- Nothing to report

**ITEM V – Association Manager’s Report**

- A. The Board reviewed the work order history for the past 30 days.

**ITEM VI – Correspondences**

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

**ITEM VII – Other Business**

The rules related to leasing out a unit was reviewed. Michael Toback is going to draft a letter that highlights some sections of the CC&Rs that can be sent to real estate agents that are selling property in the Vineyards.

**ITEM VIII Hearings**

The owners of unit 19906 were present for a hearing on conduit on the outside of the unit and for potted plants on the front patio. Jim Foley explained the reason that the conduit on the outside of the building cannot be permitted. Walter (Joe) Galbraith presented the plans he submitted and the approval letter he received from the HOA. Laurel Smith read through the section of the operating rules relevant to having planted pots on the front patio of the unit. The main issue with the current plants was they were blocking the numbers for the unit. Walter (Joe) Galbraith presented pictures of the flowers as they had been when they moved in to the unit. A solution that was suggested was to move the unit numbers. The Board will discuss the matter further in executive session.

The owners of 19551 were not present for their hearing.

**ITEM – VIII adjournment**

The Board Meeting was adjourned at 8:38 PM. The next meeting of the Board of Directors is scheduled for August 9, 2018 at the Association’s Clubhouse.

---

Vineyards of Saratoga Homeowners Assoc.

---

Date