

**The Vineyards of Saratoga Homeowners Association**  
**BOARD OF DIRECTORS MEETING**  
**July 10, 2025**

**BOARD MEMBERS**

Jim Foley	President
Michael Toback	Vice President
Laurel Smith	Secretary
Pam Nomura	Treasurer
Christian Felcyn	Director

**OTHERS PRESENT**

Bill Oldfield	Community Management Services
Chris Burns	Homeowner
Jeff Klopotic	Homeowner
Paul Barraza	Homeowner
Deborah Barraza	Homeowner
Parisa Babaheidarian	Homeowner
Deborah Matheson	Homeowner
John Roberts	Trustee 19704
Gary Roberts	Guest 19704
Arabella Roberts	Tenant 19704
Brenda Gutierrez	Tenant 19704
James Odle	Guest 19704
Mannie Cabarloc	Tenant 19214
Henry Lin	Manager 19214

**ITEM I** - Call to Order – President Jim Foley called to order the Board of Directors meeting at 7:03 PM.

**ITEM II** – Open Forum

Deborah Matheson brought up moving the compost bins to a different location, so other residents are disturbed when the bins are picked up early in the morning. Another idea she had to resolve the noise issue is to have garbage picked up twice a week instead of once. Jim Foley explained that adding a second pickup would double the HOAs garbage bill.

Parisa Babaheidarian asked about the status of getting work done on a fence around gas meters, one of them hers, being fixed per a request from PG&E. Jim Foley reported that an HOA vendor is going to install a gate in the fence.

Parisa Babaheidarian asked if she could pick up a fob for the security gate tonight. She was told that fobs are not being issued yet.

Parisa Babaheidarian asked if another recycling bin could be added in her enclosure. It was explained that there are not as many bins as there should be in the enclosure and the HOA would have that resolved.

Jeff Klopotic asked about an assessment check from October that he stated had not cleared. The Association Manager stated he seemed to remember that Mr. Klopotic was going to cancel the check and send in a new one. Mr. Klopotic will check on that and follow up with the Association Manager.

**ITEM III** – Board Process Observation Form Observed

**ITEM IV** – Review and Approval of the Minutes

- A. The Board reviewed the June 19, 2025 Board of Directors Meeting Minutes and the June 19, 2025 Executive Session Board of Directors Meeting Minutes. Laurel Smith motioned to approve regular meeting minutes and the executive session minutes as submitted. Pam Nomura seconded, and the motion passed unanimously.

## **ITEM V - Committee Reports**

### **A. Financial Report**

Pam Nomura reported to the Board on behalf of the Subcommittee of the Board. The subcommittee has reviewed all nine of the documents in accordance with California Civil Code 5500 for the month ending June 30, 2025. Pam Nomura briefed the Board and members on the financials are on target.

The delinquency report was reviewed.

### **B. Security**

- Michael Toback reported the camera installation is scheduled to be started on Monday 7/14/2025
- Michael Toback reported he met with the tenant who reported issues in the gym and went over the issues he has been seeing. With the new camera system he feels he will be able to find culprits easily.

### **C. Maintenance**

- Jim Foley reported Homeworx is handling ongoing projects.
- Xteria is still working on the roofing project for 2025.

### **D. Landscaping**

- Chris Burns reported she met with the landscaper last week and everything is going well. The deep watering of the redwoods was completed.
- Chris Burns reported they has filed a request to have eucalyptus tree that had been removed because it was cracking concrete near 19106 and two cedar trees at the front of the community because their health is diminishing.

### **E. Newsletter**

- Consideration of others
- Ensure contact information is update date with the HOA

### **F. CC&R Committee**

- Jim Foley reported he and Michael Toback are meeting with Angus Terry on Friday 7/11 at 2PM.

## **ITEM VI – Association Manager’s Report**

- ### **A.**
- Work orders, the calendar, and correspondences were not discussed.

## **ITEM VII – Old Business & New Business**

- ### **A.**
- Lighting upgrade: Michael Toback is still working with Homeworx on the system.
- ### **B.**
- Activation of the security gate system was discussed.
- ### **C.**
- Water at the Vineyards
- ### **D.**
- SB 326 inspection. Jim Foley reported the inspection was completed and this topic could be removed from the agenda.
- ### **E.**
- The Fannie Mae questionnaire was briefly discussed. Jim Foley is still working on completing.
- ### **F.**
- The well project was not discussed.
- ### **G.**
- The fences, gates, and wood structures repair estimates for are high. Jim Foley has not spoken with CSO – Construction services. Further work on this project will probably not take place until the gate is fully operational.
- ### **H.**
- Solar Panels were not discussed
- ### **I.**
- Jim Foley and Michael Toback are working on preparation for the Reserve Study.
- ### **J.**
- Balcony Sealing Project: A proposal from ACS to inspect the balconies. Jim Foley motioned to approve the proposal. Pam Nomura seconded and the motion passed. Unanimously.
- ### **K.**
- The 2026 election was discussed. The Board decided to do election by acclamation.
- ### **L.**
- The janitorial contract was discussed no action was taken.

**ITEM VIII – Hearing**

The hearing for 19704 for improper storage of gym equipment. Michael Toback went over the background on the issue that has taken place in the gym and how it was determined that someone from 19704 was involved. John Roberts agreed that one violation had take place but did not agree that other violations had occurred. John Roberts stated he did not appreciate being called to a hearing from Denver when warnings had not been issued. Michael Toback agreed that there is no strong evidence to support violations. Jim Foley explained the background on how the incidents were reported and his actions to try to resolve the issue. Gary Roberts asked why warnings had not been sent. It was explained that the warning was considered to be the sign that was posted in the gym.

The hearing for 19214 was held about a broken pool rack in the clubhouse. The rack was broken and not reported to the HOA. The Association Manager briefed the Board on the situation and found a couple of pictures related to the issue. Michael Toback looked up video for the date and it was determined that a mistake was made in calling unit 19214 to a hearing.

**ITEM IV – Adjournment**

Laurel Smith motioned to adjourn the meeting at 8:39 PM. Michaael Toback seconded, and the motion passed unanimously. The next meeting of the Board of Directors is scheduled for August 14, 2025. The meeting will be held at the Vineyards clubhouse and via Zoom.

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Laurel G. Smith  
Secretary, The Vineyards Board of Directors

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Date