

**TU CASA HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
January 18, 2023
REGULAR MEETING MINUTES**

BOARD MEMBERS PRESENT

Keyur Nagrik	President
Linda Shafer	Treasurer
Kevin McAllister	Vice President
Kathleen Rohan	Secretary
Paul Tecker	Member at Large (via teleconference)

BOARD MEMBERS ABSENT

None

ALSO PRESENT:

Cori Shipp Community Association Manager
As well as several homeowners

CALL TO ORDER:

The Meeting was called to order at 5:39 P.M. and was held at the Community Clubhouse.

PRESIDENTS REPORT:

The President provided an update on work recently completed and in progress. He thanked Dean for building the enclosure around meters in our entry area. Relayed instruction from the HOAs attorney that Board Members need to refer all HOA questions, violation concerns, maintenance issues to Management vs allowing homeowners or tenants to discuss directly with a Board Member. The President expressed what a wonderful community we have with many friendships within the HOA, but each Board Member needs to be 100% aware of the blurred line between friendships and their legal fiduciary responsibility as a Board Member and so the Board will be sending out communications to remind all homeowners and tenants to contact Cori (vs reaching out to a Board Member) regarding Tu Casa HOA issues, concerns, repairs, requests, etc.

OPEN FORUM:

Don Gilliland – Requested bird block on walkway in front of 18 to 16 be re-installed. Thanked Dean for fixing installation of heavy bag in Fitness Center Mentioned need to have Spectrum unlock so they can tightly close the Cable cabinet outside SE stairwell door on Roof to #17.

Dean Rohan – Suggested 2023 Winter Newsletter include a reminder to vacuum up trail of pine needles in the common area when you dispose of your tree.

Keyur Nagrik – Reminder we need to address bird block above Unit 16-bathroom window before spring

Laura Slough – advised she is looking into solar for their Unit 15 and will need someone to unlock the electric room when their contractor comes to quote. Board advised Laura coordinate time with a Board Member that can unlock the door for them. Reminded Laura the roofs are common area and any request for anything on the roofs has to be submitted to the Board for review on an Architectural Request Form and regarding solar, there are some legal concerns that will have to be addressed. Keyur is looking into options to get solar for the common area and to allow individual units to opt in or out.

Bonnie Gibson – asked Board to look at the Block wall near Unit 4 to assess damage after recent storm and look into repairs.

Karen Cowles - asked about a homeowner/tenant Phone Directory – Cori, advised no Homeowners or Tenants responded to her email asking if they objected to being included in a Homeowner/Tenant directory, but said she will check with our attorney to see if we need an “opt in” signature or email before distributing to the Tu Casa homeowner/tenant phone directory.

TRIBUTE TO KEN MCJIMSEY: All at the meeting spoke of their affection for Ken McJimsey, about what he meant to them personally and to the community. Board agreed to get a small “Cabana Boy” plaque to attach to his favorite pool chair in his memory.

MEETING MINUTES:

The Board reviewed the previous Regular Meeting Minutes and the Annual Meeting Minutes from 2021 meeting due to lack of quorum at the 2022 Annual Meeting. *Upon a Motion made by Linda Shafer, seconded by Kathleen Rohan and carried, it was:*

RESOLVED; to approve the Regular Minutes from November 16, 2022 as written. The Board also approved the Annual Meeting Minutes from August 18, 2021 as written.

COMMITTEE REPORTS:

Maintenance/Landscape – Looking to create a sub-committee to help regularly check on things (that gates/doors are shut, common areas clean and advise Cori if maintenance issues) Kathleen to make up a check list and request for volunteers to be included in the next newsletter. Once she knows how many volunteers, Kathleen will create a calendar with the volunteer schedule.

Communications – Nothing to report.

Rules - Schedule meeting to:

1. Discuss process for upholding rules
2. Develop guidelines for HO remodel projects
3. Update rule passed in previous meeting that outer most leg of S Dock to remain open/unobstructed for loading/unloading (per vote in previous Board Meeting)
4. Review attorney's recommendation for discrimination policy

Architectural – Lobby renovation on hold till repair water leak in the ceiling above the elevator and find a fix for the source of the leak.

UNFINISHED BUSINESS:

Repair after driveway project – Linda reported that Kenny the contractor is coming on Friday to take care of needed repairs after the driveway project.

Trash enclosure project – Keyur reported the architectural committee has been working on the cost involved with adding doors to the trash enclosure and will work on raising the walls to hide the dumpsters. The Committee is meeting with different vendors and is hoping to get the bids under \$10,000 and will present the bids to the Board for approval. *Upon a Motion made by Linda Shafer, seconded by Kathleen Rohan and carried, it was:*

RESOLVED; to approve allowing the Architectural Committee to obtain bids to renovate the trash enclosure to include doors and will allow the Committee to get bids for up to \$10,000 and ask that they bring their design and bids to the Board for approval.

NEW BUSINESS:

Bid to repair and maintain walkways from Allied Coatings – *Upon a Motion made by Linda Shafer, seconded by Kevin McAllister and carried, it was:*

RESOLVED; to approve the bid from Allied Coatings for \$7,000 to patch all areas and reseal the walkways and do the 3 year warranty service to power wash and re-seal.

SDGE has new requirements – *Upon a Motion made by Linda Shafer, seconded by Kevin McAllister and carried, it was:*

RESOLVED; to authorize Dean and Keyur to get bids to meet SDGE safety requirements related to the main gas line in front of Unit 2's front door (expose the line and lower to the ground the electric line running from Unit 7s garage), at the same time get for bid to reinforce the enclosure for 2ndary telephone enclosure and the gutter above the cabinets by Unit 1.

Urban Elevator reported plumber needs to reconnect drain outside of unit 2 – Upon a Motion made by Linda Shafer, seconded by Kathleen Rohan and carried, it was:

RESOLVED; to approve the bid from Urban Elevator to remove the water under the elevator as a result of a broken plumbing line for \$1,800.

Electrical lighting bid - Upon a Motion made by Kathleen Rohan, seconded by Linda Shafer and carried, it was:

RESOLVED; to approve the bid from 11 11 Construction to include copper pathway lights and 4 palm lights showing upwards for \$8,870 but if it presents issues with shining in units then a timer will be installed.

Unit 2 water leak on patio – Linda reported Management is working with some window vendors to have the leak coming into unit 2 resolved.

Bid for janitors to clean BBQ and fitness center - The Board agreed not to have the janitors clean the BBQ area and fitness center. Kevin McAlister volunteered to do a deep clean of the BBQ once a month and the Board will post a notice on the bulletin board and in the newsletter to request volunteers (among folks that use the Fitness Center) to help with a deep cleaning of the room, on the 2nd Saturday of each month at 11am. Also advise personal items left behind in the room will be moved to the trash area once a month on the scheduled cleaning day.

Bids for dog poop signs - Upon a Motion made by Linda Shafer, seconded by Kevin McAllister and carried, it was:

RESOLVED; to approve Management purchasing the \$10 signs presented by Management, for cleaning up after your pet but order 3 “please clean up after you pet” and 4 just saying “no pets”.

Security cameras - Upon a Motion made by Linda Shafer, seconded by Kathleen Rohan and carried, it was:
RESOLVED; to approve installing 8 security cameras purchased from Costco, to install throughout the common areas and Dean and Keyur will look into the cost to install and monitor those.

FINANCIALS:

The current financials were reviewed. **Upon a motion made by Linda Shafer, seconded by Kathleen Rohan and carried, it was:**

RESOLVED: to receive and file the December 2022 financials to date, pending a year-end financial Review, by a Certified Public Accountant.

OVERVIEW OF EXECUTIVE MEETING:

The Board reviewed delinquencies, disciplinary actions and approved the Executive Meeting Minutes from the prior meeting.

NEXT MEETING DATE:

Scheduled for March 15, 2023

ADJOURNMENT:

Upon a Motion made by Linda Shafer, seconded by Kevin McAllister, and carried, it was:

RESOLVED; to approve adjourning the Regular Meeting at 8:05 p.m.

Approve: _____

Date: _____