

**Tu Casa Homeowners Association
General Session Board Meeting Minutes
Community Clubhouse
July 17, 2025**

**NOTICE OF
MEETING:**

Upon due notice given and received, a general meeting of the Tu Casa Homeowners Association was held on July 17, 2025, at the time of 5:30p.m. 4747 Marina Drive, Carlsbad, CA 92008.

ATTENDANCE:

Directors Present:	Vacant	President
	Kevin McAllister	Vice-President
	Linda Shafer	Treasurer
	Kathleen Rohan	Secretary
	Paul Tecker	Director at Large

Directors Absent: None

Other Present: Kelley Kestler-Pleas, Community Manager, Property Advantage.

CALL TO ORDER:

The meeting was called to order at 5:35 PM. by Treasurer, Linda Shafer.

**EXECUTIVE SESSION
DISCLOSURE:**

Immediately preceding the general session, the Board met in the executive session to approve the May 15, 2025, meeting minutes, discuss collections, member discipline, homeowner correspondence, and legal matters.

OPEN FORUM:

Time was set aside for any homeowners in attendance to voice any comments or concerns. There were 11 homeowners present.

MINUTES:

Upon a motion duly made, seconded, and unanimously carried, the Board approved the May 15, 2025, meeting minutes as presented.

COMMITTEE REPORT:

Rules: It was announced the committee was currently working on updating the community rules and regulations.

Landscape/Maintenance: It was announced that the committee was working on finalizing the scope of work for the garage roof repair/replacement project. Additionally, the tree vendor and the glass wall vendor would be on site in the coming weeks to review potential work.

Architectural: It was reported that an updated architectural form and guidelines would be ready for review in the coming weeks.

FINANCIAL REPORT:

Communications: It was noted that an updated welcome letter was being completed for new owners to help make them aware of important Tu Casa procedures.

Upon a motion duly made, seconded, and unanimously carried, the Board approved the May and June 2025 financials, subject to the auditor's year-end review.

2024-2025 Budget: Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal from Beck and Co CPA to prepare the annual financial review and tax returns at a cost not to exceed \$1,335.

OLD BUSINESS:

Roof proposals:

1. **Roof:** The Board tabled the JRT proposal to build up the roof until requesting to meet via zoom to confirm the scope of work.
2. **Deck/Balcony Flex Coating:** The Board table the JRT proposal to install Desert Flex Deck Coating until a future date.
3. **Coping Metal Proposal:** Upon a motion duly made, seconded and unanimously carried the board approved the JRT coping metal repair proposal at a cost not to exceed \$4,686.45.
4. **Reroof door walkway area:** The board tabled the matter pending discussion with JRT.

Rip Rap Lagoon: The Board discussed the rip rap on the lagoon side. It was noted that Bristol Cove, master HOA, is scheduled to have work dredge work done in 2028, Tu Casa has requested to have the same vendor perform work while the dredge is in place. This was a discussion item only; no action required.

NEW BUSINESS:

Architectural Applications:

Unit 23: Upon a motion duly made, seconded and unanimously carried, the Board ratified the approval of the interior remodel application of unit 23 as submitted.

Unit 24: Upon a motion duly made, seconded and carried with Linda Shafer abstaining due to conflict of interest the board approved the application as submitted.

Lobby Lock: Upon a motion duly made, seconded and unanimously carried the Board approved to ratify the installation of a lock on the lobby door and the purchase of a key lockbox for USPS postal access.

Landscape: The Board reviewed and tabled the proposal from New Eartha to install an irrigation valve.

**DATE OF NEXT
MEETING:**

The next Board of Directors general meeting will be held on September 11, 2025, at the community clubhouse.

ADJOURNMENT:

The meeting was adjourned at 6:45p.m.and reconvened into Executive session.

Attest: Linda Shafer Date: September 11, 2025
