

VISTA NORTE MAINTENANCE CORPORATION

BOARD OF DIRECTORS MEETING – OPEN SESSION
MONDAY, JANUARY 12, 2015

BELL TOWER REGIONAL COMMUNITY CENTER
22232 EL PASEO
RANCHO SANTA MARGARITA, CA 92688

MINUTES

DIRECTORS PRESENT

Kirk Green
Mark Purnell
Denyse Kielb
Kurt Strode

DIRECTORS ABSENT

Daniel Jones

FIRST SERVICE RESIDENTIAL

Kasidy Schaub, Community Manager
Kellie Sambrano, Vice President, CMCA, CCAM®

I. CALL TO ORDER

The Vista Norte Board of Directors Executive Session was called to order at 8:37 a.m. by Board President, Kirk Green.

II. ANNOUNCEMENT - EXECUTIVE SESSION MEETING

In accordance with Civil Code 4935 (a) the board met in Executive Session prior to the Regular Session meeting in order to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments.

III. REPORTS

The following reports were reviewed and filed:

- A. Utility Report
- B. Customer Report
- C. Landscape Report – November 2014
- D. Landscape Report – December 2014
- D. Management Report

IV. HOMEOWNER FORUM

No homeowners were present for the Homeowner Forum.

V. CONSENT CALENDAR

Motion: Purnell
Second: Strode

Resolved: That the Board of Directors approves the Consent Calendar items A – C as presented.

A. Approval of Minutes, December 2014

Resolved: That the Open Session minutes dated December 8, 2014 be approved as presented.

B. Financial Statement, November 2014

Resolved: That the Board approves the November, 2014 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year to date net operating loss of \$44,900.56 and year-to-date reserve funding of \$67,650.10 compared to the year-to-date reserve funding budget of \$62,330.00. The reserves are funded through November 30, 2014. The association has \$50,518.02 in operating funds, which represents 1.89 months of budgeted expenses and reserve contributions. The association has \$531,420.67 in reserve funds.

C. Lien Approval

Resolved: That the Board, per the enclosed resolution dated December 1, 2014, authorizes Management's request to place liens on the following accounts should the delinquent assessments not be paid within the time period established in the intent to lien letter:

Account Number	Total Amount Due
0227-BO	\$634.41

The motion carried unanimously.

End of Consent Calendar

VI. UNFINISHED BUSINESS

A. 2014 Annual Meeting

Motion: Kielb
Second: Purnell

Resolved: That the Board of Directors formalize that the existing members of the Board are to serve until a successor is elected or the elected term expires. The Board of Directors will retain their current positions.

The motion carried unanimously.

VII. NEW BUSINESS

A. Plant Replacement Proposal

Motion: Purnell
Second: Kielb

Resolved: That the Board of Directors approves the proposal for the removal of Acacia along Via Bollero and installation of one-hundred ninety (190) 1-gallon Yellow Lantana, submitted by Softscapes Corporation at a total cost of \$2,410.00. Funds to be expended from Reserve GL Account #23112, Landscape Reserve, which has an available balance of \$34,247.09 as of November 30, 2014.

The motion carried unanimously.

B. Pine and Eucalyptus Tree Removal

Motion: Kielb
Second: Purnell

Resolved: That the Board of Directors denied the proposal for the lowering of thirteen (13) Pine trees and three (3) Eucalyptus trees on the common area slope behind 41 El Morro. Instead, the Board approved the removal of the three (3) Eucalyptus trees on the slope behind 41 El Morro. Funds to be expended from Reserve GL Account #23124, Tree Trim, which has an available balance of \$30,415.43 as of November 30, 2014. The Landscape Committee will inspect the removal of the Eucalyptus trees on their next scheduled walk, and confirm that the Pine tree trimming.

The motion carried unanimously.

D. Architectural Review Agenda

Motion: Kielb
Second: Strode

Resolved: That the Board of Directors reviewed the architectural application submitted by 21 El Balazo for the installation of solar panel equipment and agreed to approve the application, contingent on the homeowner installing the panels flush and parallel to the roof structure and ensuring that the conduit is out of sight from the common area street. The Board of Directors also approved the driveway application for 59 Via Brida in response to the open violation, contingent on the approval of the SAMLARC Master Association.

The motion carried unanimously.

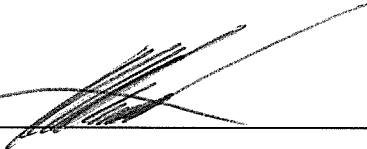
VIII. NEXT MEETING

The next Board of Directors meeting is scheduled on Monday, February 9, 2015 at 8:30 a.m. at the Bell Tower Foundation, in Rancho Santa Margarita.

IX. ADJOURNMENT

There being no further business to come before the Vista Norte Board of Directors, the Executive Session was adjourned at 9:03 a.m.

APPROVED: _____



DATE: _____

2/9/15