

# Parkwoods Condominium Association

376 Center Street, Chula Vista, CA 91910

Minutes

Tuesday, January 5, 2021

6:00 PM

Held via Zoom Conference

## Roll Call

### Present:

Barbara Geiss-Rue — **President**

Brandi Gill — **Vice President**

Denise Bookas — **Treasurer**

Sean Caruana — **Secretary**

Irma Yepiz — **Director at Large**

\*MSCU = MOTION SECONDED CARRIED UNANIMOUSLY

\*MSC = MOTION SECONDED CARRIED

### AGENDA ITEM 1 *Approval of Meeting Minutes*

Discussion	Action
A. December 7, 2020, Regular Meeting Minutes	• MSC (S.Caruana/B. Gill) - Approved as amended.

### AGENDA ITEM 2 *Member Open Forum*

Unit Number - Member	Comments
	No owners in attendance.

### AGENDA ITEM 3 *Financial Information*

Discussion	Action
A. Financial	• December Financials not available at this meeting, however Board Treasurer Denise Bookas gave a report on the association's current financial status.
B. Pre-lien/lien Approvals	• No Action

### AGENDA ITEM 4 *Unfinished Business*

December Meeting Action Items	Action
A. Restated Rules & Regulations	• MSC (B. Geiss-Rue/S.Caruana) Board members are in agreement to adopt the restated Rules & Regulations contingent upon review and comment from board members B.Gill and I. Yepiz.
B. Common Sewer Hydro-Jetting	• Common sewer hydro-jetting has been rescheduled and confirmed for January 6th and 7th.

C. Dryer Vent Cleaning	<ul style="list-style-type: none"> <li>Board members are in agreement to continue to research rates for dryer cleaning vents that can be offered to residents at a discount.</li> </ul>
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#### **AGENDA ITEM 5** *Manager Reports*

Discussion	Action
A. December Action Item List	<ul style="list-style-type: none"> <li>Information items Only. Board members request that contact information be updated to reflect escrow closings.</li> </ul>
B. Work Order Report	<ul style="list-style-type: none"> <li>Informational Items Only. No Board action required at this time.</li> </ul>
C. Annual Calendar	<ul style="list-style-type: none"> <li>Informational items Only.</li> </ul>

#### **AGENDA ITEM 6** *Committee Reports*

Discussion	Action
A. Landscape	<ul style="list-style-type: none"> <li>No Action</li> </ul>
B. Architectural	<ul style="list-style-type: none"> <li>No Action</li> </ul>

#### **AGENDA ITEM 7** *New Business*

Discussion	Action
A. Mailboxes	<ul style="list-style-type: none"> <li>MSC (B. Geiss-Rue/B. Gill) the Board agreed to seal the opening under the common area mailboxes to help eliminate Goodwill items and debris from being left at the mailboxes.</li> </ul>
B. Fire Extinguishers	<ul style="list-style-type: none"> <li>MSC (B. Geiss-Rue/B.Gill) the Board ratified the approval from Distinguished Fire Extinguisher Service to perform annual service and replace extinguishers at a cost of \$1,356.00.</li> </ul>
C. Vehicle Gate Repairs	<ul style="list-style-type: none"> <li>MSC (B.Geiss-Rue/I.Yepiz) the Board ratified the approval from The House of Automation to replace the operator for the entrance gate at a cost of \$3,587.15.</li> </ul>
D. Pedestrian gates	<ul style="list-style-type: none"> <li>Board members are in agreement to reject recommended repairs as outlined by The House of Automation and have Pro-Tec Building Services make the necessary adjustments to the pedestrian gate(s).</li> </ul>
E. Monthly Assessments	<ul style="list-style-type: none"> <li>MSC (B.Geiss-Rue/B.Gill) the Board approved an increase in monthly assessments to \$460 effective March 1, 2021, and a 5% Special assessment (total of \$276 per unit) to be paid within six months, contingent upon a review of the associations governing documents. (S. Caruana abstained)</li> </ul>

**AGENDA ITEM 8 Adjournment –**

MSC – Meeting was adjourned to Executive Session at 7:30 PM.

The next regular meeting is scheduled for February 2, 2021, at 6:00 PM.

**EXECUTIVE SESSION DISCLOSURE:**

In accordance with California Civil Code §4935(e), notification is hereby provided of an Executive Session of the Board of Directors which is held at the adjournment of this meeting on January 5, 2021, to address the following item(s)

1. Minutes: Approval of Executive Session minutes.
2. Delinquencies: A/R Aging Report 1/5/2021
3. Legal Matters
4. Third Party contracts
5. Member Discipline

Approved:

Secretary Signature: Sean D. Caruana Date: 19 January 2021