

# Fairfield Neighborhood Homeowners Association

## MINUTES

Board of Directors Meeting

March 27, 2012

5713 Calle Pamaro

Camarillo, California

### **CALLED TO ORDER**

Raquel Svennebjør called the meeting to order at 6:30 p.m. at 5713 Calle Pamaro Camarillo CA.

### **BOARD MEMBERS PRESENT**

Raquel Svennebjør, President

Valerie Minnis, Vice President

Judi Balisciano, Secretary

Rivka Jomsky, Treasurer

Tien Pham, Member at Large

### **OTHERS IN ATTENDANCE**

Landscape Committee Member, Judy Niswander

### **MANAGEMENT**

Tish Matthews, Association Manager

Patty Kemp, Recording Secretary

### **HOMEOWNER CONCERNS**

The homeowner of 5617 Calle Sencillo was at the meeting to discuss the recent issue of a pine cone falling from the pine tree in his yard onto his vehicle and cracking the windshield. The homeowner would like the tree removed. The Board discussed this issue with the homeowner and assured him he would be contacted by management with the tree removal decision.

The Board discussed the correspondence received from the owner of 5616 Camino Deville regarding her dissatisfaction with the grinding of her sidewalk and front porch. The homeowner is requesting that these areas be redone. The Board was in agreement that the problem has been remedied and no further action will be taken. The homeowner will be notified of the Board's decision.

The Board discussed the correspondence received from the owner of 275 Camino El Rincon stating that he completed the repairs to his fence requested by the Architectural Committee and feels the additional request to replace the entire fence is not warranted. He would like the fence to be inspected again. Architectural Chairperson Valerie Minnis will inspect the fence and advise management how to proceed.

### **COMMITTEE REPORTS**

#### **Pool & RV Lot**

##### **Pool**

No Report

#### **R.V. Storage Area**

No Report

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## Newsletter

The Board discussed several items for the upcoming newsletter. Tish Matthews stated that she will contact RV Committee member Jeff Day regarding the proper way to use the lights in the RV storage area so this information may be added to the upcoming newsletter.

## Architectural Committee

The Board reviewed the architectural log.

The Board was in agreement that architectural violation hearings will be held on April 23, 2012, 6:00 at the association pool. Board members Valerie Minnis, Judy Balisciano and Rivka Jomsky will be attending the hearings. Management to check with architectural committee members Scott Jordan and Gary Monday to see if they can attend the hearings as well.

Patty Kemp of The Emmons Company stated that she would be available to attend future architectural committee meetings to help assure all architectural items were handled as efficiently as possible.

It was agreed that the monthly architectural violation drive through will be moved from the end of the month to the beginning of the month. The updated log will be given to the architectural committee so they can review it at their monthly meeting. Due to the change in dates the April monthly drive through will contain only new violations.

The following architectural items were discussed.

- 255 Calle Tamega, installation of an unapproved garage door and possible installation of unapproved windows. Management to send stop work immediately addressing both items.
- 243 Calle Tamega, owners of 255 Calle Tamega are responsible for the portion of the fencing that was destroyed due to the house fire which occurred at said address. Tish Matthews to notify the owners of 255 Calle Tamega that the fence replacement must be a priority.
- 243 Calle Tamega will be notified that their house trim must be chosen from the new paint scheme and must match the garage door. The architectural committee will continue to discuss and evaluate this item. Patty Kemp will send letter to the owners regarding trim.
- 5681 Calle Sencillo, two members of the architectural committee will visit this home and decide if the whole house should be painted or only the trim, they will also decide if the owner will use the existing paint trim color or choose from the new paint scheme. Architectural committee members will notify management with their decision.
- 275 Camino El Rincon, Architectural Chair Valerie Minnis will visit this home to determine if the entire fence is still in need of replacement. Ms. Minnis will notify management with her decision.

## Landscape

Committee member Judy Niswander gave the landscape committee report.

Landscape Committee member Judy Niswander stated that the eucalyptus trees in the pool area are in need of trimming. Management will contact the tree trimming division of Valley Crest Landscape and ask that the trees are trimmed as soon as possible.

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Tish Matthews will check with Valley Crest Landscape regarding the proper pressure regulation for the irrigation in the community.

**MOTION:** A motion was made by Rivka Jomsky to remove the pine tree from 5617 Calle Sencillo and replace the tree with a strawberry tree. Motion was seconded by Tien Pham and passed unanimously.

**MOTION:** A motion was made by Rivka Jomsky to approve the following proposals submitted by Valley Crest Landscape, # 0943 in the amount of \$1,439.00, #0919 in the amount of \$1,264.00, and #1012 in the amount of \$1258.00. Motion was seconded by Judi Balisciano and passed unanimously.

**MOTION:** A motion was made by Rivka Jomsky to approve the proposal regarding 274 Calle Tamega, option #1, submitted by Valley Crest Landscape in the amount of \$670.00. Motion was seconded by Judi Balisciano and passed unanimously.

## **APPROVAL OF MINUTES**

**MOTION:** A motion was made by Rivka Jomsky to approve the February 28, 2012 meeting minutes. Motion was seconded by Valerie Minnis and passed unanimously.

**MOTION:** A motion was made by Raquel Svennebjjer to approve the March 15, 2012 executive session minutes for hearings as amended. Motion was seconded by Tien Pham and passed unanimously.

## **FINANCIAL REPORTS**

The Board reviewed the February 29, 2012 financial report. The total cash on hand as of February 29, 2012 was \$115,081.71.

## **MEMBERS OVERDUE**

The Board reviewed the delinquency report.

Tish Matthews stated that she will send the owner of 119 Camino Leon a reminder letter referencing his delinquency in payment of his association dues.

## **STATUS REPORT**

**The Board reviewed the status report.**

- Tish Matthews stated that pictures will be taken showing the difference in the acceptable condition versus the unacceptable condition of mailboxes and fences to be posted on the association's website. The pictures should be on the website by the next meeting.

## **OLD BUSINESS**

### **Discuss New Pool Service Vendor**

Tish Matthews will have proposals from several pool services at the next meeting.

## **NEW BUSINESS**

### **Concrete Replacement Policy**

**MOTION:** A motion was made by Judi Balisciano to approve the proposed concrete replacement policy and to send the proposed policy to the membership for review and comments. Motion was seconded by Rivka Jomsky and passed unanimously.

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## **Budget Draft Review**

The Board reviewed budget draft.

Tish Matthews will send suggested draft changes to the Board for their review prior to the next meeting.

## **Annual Audit/Review Bid**

**MOTION:** A motion was made by Rivka Jomsky to approve the annual audit or review bid depending on Tish Matthews's findings of which was completed last year. Motion was seconded by Raquel Svennebjjer and passed unanimously.

## **CORRESPONDENCE**

The Board reviewed and discussed the homeowner correspondence. Management will respond to homeowner's correspondence.

## **BOARD COMMENTS**

The board discussed the upcoming election and that nomination forms would be mailed by management. Rivka Jomsky stated that she would run for the board again.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:15 p.m.

Respectfully submitted,  
Patty Kemp, Recording Secretary