

**VICTORIA GROVE MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MINUTES  
JUNE 18, 2019**

Upon due notice given, a meeting of the Board of Directors for Victoria Grove Maintenance Association was held on June 18, 2019 at the hour of 6:30 P.M. at the Lake Matthews Elementary School, 12252 Blackburn Road, Riverside, CA.

**ATTENDANCE**

Directors Present: Juan Naranjo,, Connie Choy and Nancy Clarke.

Directors Absent: Jason Pack and Gina Douville

Representing Encore Property Management: Susan Beaver.

**CALL TO ORDER**

The Board of Directors Meeting was called to order at 6:35 p.m. by Juan Naranjo, President.

**CONSENT CALENDAR**

- A. Review/Approve General Session Minutes of May 21, 2019
- B. Review/Approve Management Report of May, 2019
- C. Review Financial Report ending May 2019
- D. Lien Resolutions for Non-Payment: # 270-400-049    #270-480-002    #270-430-001

Consent Calendar was approved as submitted.

**COMMITTEE REPORTS**

Architectural Review Committee (ARC): None

Landscape Committee: None.

Legal Affairs Committee: None

Security Affairs Committee: None.

**LANDSCAPE**

Board reviewed Landscape Report dated 5/24/19 from Nissho.

**UNFINISHED BUSINESS**

Shot Hole Bore update - Lab sample confirmed positive for the Fusarium Fungus. Arborist recommending an injection treatment of emamectim benzoate for the beetle and propiconazole for the fungus. Ecological Conservation Company will follow up with the resource agencies on treatment and cost estimate from the arborist.

**VICTORIA GROVE MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JUNE 18, 2019  
PAGE 2**

Tennis Courts - Board reviewed proposals from Fernadell Tennis Court and Construction Industry Specialties of California. Board tabled this item and requested proposal for 2-courts from Construction Industry.

Amend Rules and Regulations - Tabled.

Amend Architectural Guidelines - Tabled.

**NEW BUSINESS**

Board reviewed request from Owner to add long distance calling to gate on Greentree. Cost is approximately \$15.00 per month. All gates except the Greentree gate have long distance calling. Motion made by Juan Naranjo, seconded by Nancy Clarke to approve to add long distance calling to the Greentree gate. Motion carried unanimously.

Motion made by Nancy Clarke, seconded by Juan Naranjo to approve the following UBS Financial recommendations:

There is an excess balance of \$384,000 in the UBS Reserves Account.

Recommend the purchase of Reserve CDs or Treasuries - \$384,000 for recurring 30 day roll until cash needed to fund reserve projects.

Motion carried unanimously.

Board reviewed notice about the combined Seacoast Commerce Bank consistently exceeds FDIC limits. Board may want to consider setting a balance threshold in both accounts for an automatic transfer of funds (by way of check) to UBS Financial. This would ensure that balances remain under the \$250,000 FDIC limit. Motion made by Nancy Clarke, seconded by Juan Naranjo to invest the amount over \$200,000. Motion carried unanimously.

Motion made by Juan Naranjo, seconded by Nancy Clarke to approve proposal from Carasso Construction for the concrete replacement at 17143 Grove Drive, 17227 Grove Drive, 17213 Grove Drive and 17391 Blue Ridge Drive at a cost of \$5880.00. Motion carried unanimously.

Motion made by Juan Naranjo, seconded by Connie Choy to approve proposal from Community Construction Services for the drywall repairs in the Men's and Women's restroom at the pool area at a cost of \$1,200.00. Motion passed.

The Board in executive session approved to file Notice of Default for parcel # 270-380-064.

**HOMEOWNER FORUM**

Began at 6:48 pm and ended at 7:19 pm. Eight (8) homeowners were present.

**NEXT MEETING DATE**

The next meeting is scheduled for July 16, 2019 at 6:30 p.m. at the Lake Matthews Elementary School, 12252 Blackburn Road, Riverside, CA.

**VICTORIA GROVE MAINTENANCE ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JUNE 18, 2019  
PAGE 3**

**ADJOURNMENT**

There being no further business to bring the Board at this time, the meeting was adjourned at 7:20 p.m.

Submitted by Susan Beaver, Community Manager, CCAM®

**ATTEST:**



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(Authorized Board Member)

7/16/19

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(Date)