

**VICTORIA GROVE MAINTENANCE ASSOCIATION
BOARD OF DIRECTORS MEETING
CORRECTED MINUTES
SEPTEMBER 17, 2019**

Upon due notice given, a meeting of the Board of Directors for Victoria Grove Maintenance Association was held on September 17, 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, Gina Douville and Nancy Clarke.

Directors Absent: Connie Choy and Jason Pack

Representing Encore Property Management: Susan Beaver.

CALL TO ORDER

The Board of Directors Meeting was called to order at 6:46 p.m. by Juan Naranjo, President.

CONSENT CALENDAR

- A. Review/Approve General Session Minutes of August 20, 2019
- B. Review/Approve Management Report of August 20, 2019
- C. Review Financial Report of August 31, 2019
- D. Review/Approve Lien Resolutions:
 - #270-390-018 #270-380-059 #270-480-016
 - #270-390-006 #270-480-006 #270-230-024
 - #270-210-046 #270-290-014 #270-380-004
 - #270-440-010

Consent Calendar was approved as submitted.

JESSICA MCCONNELL - TD AMERITADE

Motion made by Juan Naranjo, seconded by Nancy Clarke to move reserves from UBS to Ameritrade. Motion carried unanimously.

COMMITTEE REPORTS

Architectural Review Committee (ARC): None

Landscape Committee: Jason Roy gave verbal report.

Safety/Parking Committee: None.

Pool/Spa Committee: Jason Roy gave verbal report.

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LANDSCAPE

Board reviewed the Nissho Landscape Walk notes dated 8/27/19.

Board reviewed proposals LC 14, LC 22, LC 21, LC 20, LC 23, LC 24, LC 25, LC 26, LC 27, LC 28, LC 29, LC 30 and LC 31 from Nissho for installation of plant material throughout. Board tabled item until Landscape Committee can review and prioritize proposals.

Board reviewed proposal # 209717 from Great Scott Tree Service to remove the Pepper Trees along Grove Drive due to lifting sidewalks at a cost of \$17,670.00. Board tabled item until Landscape Committee can review tree along Grove.

Motion made by Juan Naranjo, seconded by Nancy Clarke to approve proposal # 209716 from Great Scott Tree Service to remove various trees and shrubs in basin area on Greentree at a cost of \$7,695.00. Motion carried unanimously.

UNFINISHED BUSINESS

Amend Rules and Regulations

Board reviewed the Rules and Regulations. May want to consider adopting language regarding Residential Use Short Term Rentals, Chinese Birthing Homes and grow houses. Board tabled item.

Amend Architectural Guidelines

Tabled

Tennis Courts

Board reviewed proposals from Fernadell Tennis Court and Construction Industry Specialties of California. Board tabled this item. Association can assess special assessment of 5% of current annual budget \$98,248 without vote of homeowners.

Water Intrusion Issues Pump Room and Restrooms

Board reviewed proposals from Community Construction Services and Carasso Construction for the repair of water intrusions at the pool area pump room and pool restrooms. Board tabled item. Pool Committee to review. Also need to have Community Construction Services revise bids to better specification.

NEW BUSINESS

VGMA's Role In Oversight of VGCS

Owner who wanted item added to agenda did not submit her eight (8) questions before hand, therefore the Board choose to send the questions to the VGCS Board.

Newsletter Cost

Board reviewed the cost for the newsletter.

Advertising sold: \$475.00

Mailing and printing: 8 pages \$1025.00/ 10 pages \$1137.34

Master Copy and processing: \$225.00. Board tabled item.

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Board Resignation

Board noted the resignation of Connie Choy from the Board of Directors effective 9/1/19.

Board Appointment

Tabled

Catch Basin Cleaning

Motion made by Juan Naranjo, seconded by Nancy Clarke to approve proposal from All-N-One Facilities Services for the cleaning of the catch basins with filters at a cost of \$3,750.00 on an as needed basis. Motion carried unanimously.

HOMEOWNER FORUM

Began at 6:41 pm and ended at 8:33 pm. Fifty-three (53) homeowners were present.

NEXT MEETING DATE

The next meeting is scheduled for October 22, 2019 at 6:30 p.m. at the Lake Matthews Elementary School, 12252 Blackburn Road, Riverside, CA.

ADJOURNMENT

There being no further business to bring the Board at this time, the meeting was adjourned at 8:34 p.m.

Submitted by Susan Beaver, Community Manager, CCAM®

ATTEST:



(Authorized Board Member)

11/21/2020

(Date)