

# **Boca Rio Homeowners Association Board Meeting**

## **Minutes**

**Thursday, November 15, 2018**

**6:00 p.m.**

**Onsite at Boca Rio, 1630-C Seacoast Drive**

**Meeting called to order at 6:04**

### **Homeowners Present:**

Mike Matcha [1659D]  
Gary Leavitt [1600A]  
Jean Rozendal [1600C]  
Paul Lara [1600D]  
Mark Foley [1610A]  
Mark Cyr [1630A]  
Anita Hansen [1630C]  
Debbie Otto [1630D]  
Carmen Hauschild [1640A]  
James Crossley [1670B]  
Eileen Worthington [1690B]

### **Board Members Present:**

Jim Barrett  
Pat Bruce  
Michelle Cyr  
Bob Hansen  
Floriana Lo Sapio

## **General Meeting**

**Open Forum:** Opportunity for guests/homeowner to speak on any item. There is a three-minute limit.

- Eileen [1690B] presented the modification they would like performed on their deck. Drawings and other information provided details.
- Paul [1600D] wanted to provide thanks to the IDR meeting
- Mark [1610A] has numerous issues: safety issues with the water tanks not be strapped properly, holes in the ceiling where the water heaters are located, we are spending way too much time on the rewrite of the CC&Rs (we should have management do this) and taking priority over other items.
- Jim [1670B] indicated he does not have enough hot water. There used to be two and now there is only one.
- Debbie [1630D] presented plans to modify the windows in their unit.

### **1. Approval of Minutes**

- General Meeting Minutes [approval as corrected]
  - October 18th, 2018 [Bob motioned, Jim seconded: Vote: 5/0/0]

### **2. Financials and Reports –**

- October-2018 approval [Bob motioned, Jim seconded: Vote 5/0/0]
- Payables [reviewed the monthly payable]

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- Bank statements and financials posted on website
  - Will be posted on the Boca Rio website.
- Discuss Pat as our paid book keeper
  - There was discussion about Pat being paid \$150 per month, since she is on the board
  - It was presented and cleared with our Attorney that Pat is doing only the financials (what she has been doing for us for the prior two years before becoming a board member). If she was not doing them, we would need an accountant to perform this function at a much greater expense to the HOA. Pat does not write any checks or has access to the bank accounts so there is no conflict.
  - Board voted to retain Pat, at the same salary, for the year. [Bob motioned, Michelle seconded: Vote 4/0/1]

### **3. Utility Bills**

- Common Gas, Electric and Water Bills
  - There were no issues with the October bill.

### **4. Internal Dispute Resolution (“IDR”) Update**

- Jim met with Mike Matcha and Attorney From Kriger on November 7
  - Jim summarized the results of the meeting. It went very well
  - All things were discussed positively,
  - It was concluded by the CC&Rs and Boca Rio Attorney that the board has the authority to determine the type of management they want to use.
  - It was concluded that we move forward getting things done.

### **5. Bank Account at First Citizens Bank**

- Bank said that someone has compromised our account and have tried to cash a bogus check-need to close account and open new one.
  - Jim reported that we have our account almost compromised. The Bank detected a bogus check and stopped it. Another check was cashed, but later refunded.
  - This action has hampered writing checks for activities in October (closed the bank account).
- Consider changing banks to a bank that has less fees and more branches
  - Pat to investigate credits limits and charges of certain activities with other financial institutions.
  - Michelle to work with 1<sup>st</sup> Citizen Bank

### **6. Self-Management**

- Discus Costs and Pros & Cons
  - There was lots of inputs and discussion
  - Review from last meeting
    - It was reported that there are quite a few very qualified management companies
    - Typically charge is \$1500/month or \$24,00/\$25,000 annually for only administrative

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- They bragged about their management system being on line and accessible 24 hours. [It should be noted that our management system is also accessible 24 hours.
- Jim indicated a pro would mean the board members would have nothing to do. While a con is that we are no more protected with a management company.
- As indicated in 4 above the 2018 Board will continue with self-management

### **7. Repair Request & Maintenance Issues-**

- 1590D Patio posts came dislodged from a recent storm
  - Met with MSI to provide a bid.
- Met with Magnesite to discuss deck repairs;
  - 1590D
  - 1610A
  - 1610D
  - 1650A
  - 1670A
  - 1640A has been subsequently added.
- 1600C-Pavers on patio
- It was reported that Exclusive Use Common Area [decks on all units] maintenance is the responsibility of the owner and repairs are the HOA. In the case of 1600C, the prior owner installed the pavers without authorization. Regardless of authorization, new owner takes responsibility for what they install. If the previous owner causes a violation, then the new owner assumes this violation.
- 1610C-Concrete patio [during meeting 1640C will be included]
  - A discussion about cracked on patios was conducted. The board to revisit this in the near future.
- Carport concrete cleaning
  - Jim to investigate cost
- Heater strapping
  - During the walk around and earlier inspection by Jim indicated many, if not all, were in need of being properly secured.
  - Jim will contact a contractor, who specializes in this process.

### **8. Exterior Common Lights that Require New Bulbs or Repair**

- Lights on the C/D units above stairs might need to be replaced-Unable to remove screws
  - Bob has contacted Raceway and they are doing investigation with their suppliers.
- Consider upgrading lights in carport to hi efficient LEDs
  - Bob will be contacting Raceway to replace all with LEDs. Previous bid appeared high.
  - There was vote not to exceed \$2000. [Floriana motioned, Bob seconded: Vote 5/0/0.

### **9. Decks, Paint, Etc.**

- Termite inspection results

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- Jim to contact a termite inspector to inspect all of Boca Rio.
- Discuss what was discovered on walk around
  - Decks are discussed in 7 above.
  - No inspection of the paint was conducted.

### **10. Fireplace Inspections**

- Revisit decision to make cleaning mandatory
  - Jim had talked with our Attorney and decided that it was not the best thing to do to require inspection and impose a fine on those that do not conform.
  - Jim made a motion to rescind the previous requirement of inspection and fine, if not performed in a timely manner. It was seconded by Michelle. Vote: 2/3/0 to not rescind.

### **11. Seawall**

- It has been reported that in front of 1640, 50, and 60 buildings that the seawall may need maintenance work.
  - It was reported at one of the IB City Council meetings that the Mayor indicated that he plans to do nothing concerning beach erosion and would let the beach take back the land. This seems to be a little short sided. This may not be the entire story.
  - Jim to contact the previous contractor and have him come out and inspect.

### **12. Capital Improvements**

- South fence update
  - Jim to order the material tomorrow.
  - Either a Boca Rio work party or a local contractor will be utilized in installing the fence.

### **13. Modification Request**

- 1690B-Expand exclusive use patio area into Common Area
  - Presentation was made by the owner during the open forum
  - It was reported to the owner that the board needs to approve first and then a 2/3 vote of all owners will need to approve before going forward.

### **14. Close of Nominations**

- Close of nominations is set for December 5<sup>th</sup>, 2018
  - This allowed for 45 days, as required

### **15. Results of Walk-Around**

- Water heaters need to be properly strapped
- Review all fire extinguishers for expiration dates.

### **16. Adjourn meeting**

**Meeting was adjourned at 7:55**

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**[Bob motioned, Floriana seconded: Vote: 5/0/0]**

***“Help your HOA save \$\$\$ by registering at <http://www.bocariorhoa.org/> for online access to HOA news, documents, account information, payments, electronic communication & log into “Buildium” to request for repairs.”***

***\*\*\*All homeowners should have their fireplace checked by a professional before using & cleaning should be done annually for those who use theirs\*\*\****

***NOTE: BOCA RIO has a new mailing address: it is BOCA RIO HOA, P.O. Box 807, Imperial Beach, CA 91933.***