

**Fremont Vistas  
Homeowners Association  
Regular Board of Directors Meeting**

6:00 P.M.  
Round Table Pizza  
46600 Mission Blvd., Fremont, CA 94539

**MINUTES  
July 11, 2017**

Bill Rayburn, President	Term Expires 2018
Craig Haupt, Treasurer	Term Expires 2018
Neville Lacey, Secretary	Term Expires 2019
Ken Fox, Director	Term Expires 2019
Vacant	Term Expires 2019

\*denotes absence

Community Manager, James Jager, CCAM, CMCA from Associa was also present. Six (6) Homeowners and Jeff Kearney (Golden Gate Inspection) were present.

**Open Forum**

There was a discussion regarding the current water heater leak that caused damage to the two (2) lower units at building B and the poor response time over the weekend to mitigate the damage. Insurance coverage and the responsibility regarding the damages to the units was also discussed. Homeowners reported cockroaches in their units and asked if the Board can assist in getting rid of them. A homeowners reported damage to the siding of their unit caused by a woodpecker. A Homeowner asked about when the dryer ducts/vents would be cleaned. A homeowner reported that the dumpster doors near building (A & C) are not staying closed due to a possible bent rod that latched the doors closed.

**Call to Order**

The regular meeting of the Board of Directors was called to order at 7:05p.m.

**Secretary's Report**

Associa<sup>®</sup> presented a copy of the May 9<sup>th</sup>, 2017 BOD regular meeting minutes for the Boards approval. *Upon motion made, seconded and unanimously carried the regular minutes from May 9<sup>th</sup>, 2017 were approved.*

**Treasurer Report**

The Board reviewed and accepted the June 2017 financials.

**Management Reports.**

**a. Annual Calendar / Action List**

The Annual Working Calendar was reviewed by the Board. The Board reviewed the Action list generated from the last meeting.

**b. Covenant Report / Work Order Report**

The current Covenant Report was reviewed which shows all covenant letters since April 2017. The current Work Order Report is attached which shows all work completed since April 2017.

**c. Site Inspection Report / Correspondences**

There was no site inspection report available at this time. There were no correspondences at this time.

**Action Items**

**a. Approve Architectural Application**

There were none at this time.

**b. Maintenance Proposal(s)**

## Fremont Vistas Homeowners Association

Board of Directors Meeting of July 11, 2017

The Board reviewed the revised proposal from Pacific Coast Termite that separated out the costs of subterranean and drywood termite work. The Board requested that management provide the proposal from Coastal Termite that also separates the costs for subterranean and drywood termite work.

*Upon motion made, seconded and unanimously carried the Board approved Craig Haupt authority to select the vendor with costs not to exceed (NTE) \$22,500.*

Management presented the Board with estimated mitigation costs (for the two (2) lower units of Building B) of \$12,000 - \$14,000. There was a discussion on whether or not to file an insurance claim against the loss caused by the water heater leak.

*Upon motion made, seconded and unanimously carried the Board approved filing an insurance claim to cover damages from the water heater break at building B.*

**c. Vacant Board Position**

There were no homeowners interested at this time.

**d. Approve Trim and Siding Proposal**

The board was presented with three proposals to repair/replace the siding, trim and water closet doors per the scope of work provided by Golden Gate Inspection. The Board decided to not do the repairs on the water closets. *Upon motion made, seconded and unanimously carried the Board approved the proposal from Silicon Valley Builders Group to repair/replace the siding and trim in the amount of \$16,837.*

**e. Approve Concrete Wall Proposal**

The Board requested a third proposal and tabled this matter.

### Committee Reports

The Landscape Committee had nothing to report.

### Old Business

**a. Staircase Replacement Project Update**

Jeff Kearney from Golden Gate Inspection first presented an update on the past Asphalt project. Jeff pointed out that the parking stops/bumpers were not stenciled during the project and will be done at a later date to be determined. Jeff also reported that there were a couple locations where cracks had opened up in the asphalt. Repairs to these cracks will also be addressed at a later date to be determined.

Jeff then presented an update on the Staircase Project. Jeff reported that in order to pull permits on the project that the city required engineering approved design drawings. A proposal from Quilici Engineers in amount of \$4,495.00 was presented to the Board for approval. *Upon motion made, seconded and unanimously carried the Board approved the proposal from Quilici Engineers in the amount of \$4,495 to prepare the required designs and drawings.*

**b. Perimeter Fence.**

Management reported CALCo Fence Inc. costs would roughly be ~\$60/ft. to install a perimeter fence without a gate at both entrances. The Board requested that management get rough costs of adding gates at both entrances.

### New Business

**a. 2018 Budget Preparation**

Management informed the Board that the 2018 budget will need to be approved no later than in the September meeting. There was a brief discussion about the 2018 budget. Management will prepare and send the Board a draft budget in August.

**b. Gutter Cleaning**

Management presented the board with one (1) gutter cleaning proposal and discussed the need to have the gutters cleaned. The Board requested management to get two more proposals.

Fremont Vistas Homeowners Association  
Board of Directors Meeting of July 11, 2017

**Next Meeting Date and Location**

The next regular meeting will be held on Tuesday August 8, 2017 at 6:00 PM at Round Table Pizza.

**Adjournment**

There being no further business before the Board of Directors in General Session, *a motion was made, seconded and unanimously carried to adjourn the meeting at 8:10 p.m.*

SECRETARY'S CERTIFICATE

I, Neville Lacey, Secretary/Board Member of Fremont Vistas Homeowners Association duly appointed does hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on the above date as approved by the Board of Directors of Fremont Vistas Homeowners Association.

ATTEST:

Neville Lacey  
Appointed Secretary/Board Member

8<sup>th</sup> August 2017  
Date

**Fremont Vistas  
Homeowners Association  
Regular Board of Directors Meeting**

6:00 P.M.

Round Table Pizza

46600 Mission Blvd., Fremont, CA 94539

**DRAFT MINUTES**

**May 9, 2017**

Bill Rayburn, President	Term Expires 2018
Neville Lacey, Secretary	Term Expires 2019
Craig Haupt, Treasurer	Term Expires 2018
Ken Fox, Director	Term Expires 2019
Vacant	Term Expires 2019

\*denotes absence

Community Manager, James Jager, CCAM from Associa was also present. Three (3) Homeowners were present.

**Open Forum**

There was a discussion about light outages, strangers walking throughout the property and a community wide doorbell button replacement program during the Open Forum.

**Call to Order**

The regular meeting of the Board of Directors was called to order at 6:20p.m.

**Secretary's Report**

Associa<sup>®</sup> presented a copy of the April 11<sup>th</sup>, 2017 regular session and executive session BOD meeting minutes for the Boards approval. *Upon motion made, seconded and unanimously carried the April 11<sup>th</sup>, 2017 regular session and executive session BOD meeting minutes were approved.*

**Treasurer Report**

The Board reviewed and accepted the April 2017 financials.

**Management Reports.**

**a. Annual Calendar / Action List**

The Annual Working Calendar was reviewed by the Board. The Board reviewed the Action list generated from the last meeting.

**b. Work Order Report / Covenant Report**

The current Work Order Report is attached which shows all work completed since January 2017. The current Covenant Report was reviewed which shows all covenant letters since January 2017.

**c. Site Inspection Report / Correspondences**

There was no site inspection report available at this time. There were no correspondences at this time.

**Action Items**

**a. Approve Architectural Application**

There were none at this time.

**b. Maintenance Proposal(s)**

There were none at this time.

**c. Election Results and Appointment of Officers.**

The annual meeting did not meet quorum so this will be tabled until the next board meeting. The 2017 election was held on April 11, 2017 and due to a lack of quorum was later reconvened on April 24 2017. There were three (3) seats were open.

Fremont Vistas Homeowners Association  
Board of Directors Meeting of May 9, 2017

**Results – Election of Directors:** Ballots were counted by the Inspector of Elections. Ken Fox received seventeen (17) votes, Neville Lacey received eighteen (18) votes, Anitha Gundlapally received two (2) votes, Craig Haupt received one (1) vote and Bill Rayburn received one (1) votes. With three (3) Board positions available Ken Fox, Neville Lacey and Anitha Gundlapally were elected to the Board with majority votes and will serve a two (2) year term expiring in April 2019.

**Results – IRS Resolution 70-604:** The IRS resolution was approved by the members with fourteen (14) votes for the resolution, zero (0) votes against the resolution and one (1) votes abstained. The board discussed the appointment of officers. *Upon motion made, seconded and unanimously carried the Board appointed Bill Rayburn as President, Neville Lacey as Secretary, and Craig Haupt as Treasurer.*

**d. Vacant Board Position**

Anitha Gundlapally submitted her resignation letter to the board. *Upon motion made, seconded and unanimously carried the Board accepted Anitha’s resignation.*

There is now an open seat on the board to which the board can appoint an interested homeowner to fill the open seat.

**e. Closure of CAB Accounts**

The board discussed consolidating the two (2) operating and two (2) reserve accounts and closing the CAB accounts. *Upon motion made, seconded and unanimously carried the Board approved closing the CAB operating and CAB reserve accounts and moving the monies in their respective Union Bank accounts.*

**f. Investment Options**

The Board reviewed the investment options presented by management. *Upon motion made, seconded and unanimously carried the Board approved opening a \$25,000 five (5) year CD.*

**Committee Reports**

The Landscape Committee reported that there was walk around with the Landscaper on Friday 4/14 at noon, there was cement debris by Building O, an irrigation audit was requested and considering installing a French drain on the backside of building G.

**Old Business**

There was no Old Business to discuss at this time.

**New Business**

There was no New Business to discuss at this time.

**Next Meeting Date and Location**

The next regular meeting will be held on Tuesday June 13, 2017 at 6:00 PM at Round Table Pizza.

**Adjournment**

There being no further business before the Board of Directors in General Session, *a motion was made, seconded and unanimously carried to adjourn the meeting at 6:50 p.m.*

**SECRETARY’S CERTIFICATE**

I, Neville Lacey, Secretary/Board Member of Fremont Vistas Homeowners Association duly appointed does hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on the above date as approved by the Board of Directors of Fremont Vistas Homeowners Association.

ATTEST:

\_\_\_\_\_  
Appointed Secretary/Board Member

7-11-17  
Date

**Fremont Vistas  
Homeowners Association  
Regular Board of Directors Meeting**

6:00 P.M.  
Round Table Pizza  
46600 Mission Blvd., Fremont, CA 94539

**MINUTES  
April 11, 2017**

Craig Haupt, Treasurer	Term Expires 2018
Bill Rayburn, Director	Term Expires 2018
*Neville Lacey, Director	Term Expires 2017
Ken Fox, Director	Term Expires 2017
Anitha Gundlapally, Director	Term Expires 2017

\*denotes absence

Community Manager, James Jager, CCAM from Associa was also present. Five (5) Homeowners were present.

**Open Forum**

There was a no discussion during the Open Forum.

**Call to Order**

The regular meeting of the Board of Directors was called to order at 6:23p.m.

**Secretary's Report**

Associa® presented a copy of the March 14<sup>th</sup>, 2017 BOD meeting minutes for the Boards approval. *Upon motion made, seconded and unanimously carried the regular minutes from March 14<sup>th</sup>, 2017 were approved.*

**Treasurer Report**

The Board reviewed and accepted the March 2017 financials.

**Management Reports.**

**a. Annual Calendar / Action List**

The Annual Working Calendar was reviewed by the Board. The Board reviewed the Action list generated from the last meeting.

**b. Covenant Report / Work Order Report**

The current Covenant Report was reviewed which shows all covenant letters since January 2017. The current Work Order Report is attached which shows all work completed since January 2017.

**c. Site Inspection Report / Correspondences**

There was no site inspection report available at this time. There were no correspondences at this time.

**Action Items**

**a. Approve Architectural Application**

There were none at this time.

**b. Maintenance Proposal(s)**

**Deck Repairs.**

The Board review two proposals for deck repairs at 46864 Fernald Common. One from Americana Construction at a cost of \$4,026.00 and one from Advance Construction Technology (ACT) at a cost of \$2,560.00. *Upon motion made, seconded and unanimously carried the Board conditionally approved the proposal from ACT for a cost of \$2,560.00 upon review and approval of the material used.*

**Asphalt Seal Coat and Restriping**

Fremont Vistas Homeowners Association

Board of Directors Meeting of April 11, 2017

The Board was presented a proposal from Bay Area Asphalt and Cement in the amount \$8,562.00 for seal coat and restriping. *Upon motion made, seconded and unanimously carried the Board approved the proposal from Bay Area Asphalt and Cement to perform a seal coat and striping for a cost of \$8,562.00.*

**c. Election Results and Appointment of Officers.**

The annual meeting did not meet quorum so this will be tabled until the next board meeting.

**Committee Reports**

The Landscape Committee had nothing new to report. There is a planned walk around with the Landscaper on Friday 4/14 at noon.

**Old Business**

**Updated Architectural Guideline for Window replacement**

The Board reviewed and approved the new guidelines for Window replacement. *Upon motion made, seconded and unanimously carried the Board approved the updated architectural guidelines for window replacement.* A notice will be sent out to the homeowners for the 30 day comment period.

**New Business**

**a. Project Manual for Selected Wood Stairs Structures.**

Jeff Kearney from Golden Gate Inspection presented the Scope of Project manual for the staircase replacement of wood stairs. The Board was presented with two proposals. ACT at a cost of \$11,500 per staircase and SVSG at a cost of \$7,245 per staircase. *Upon motion made, seconded and unanimously carried the Board approved the proposal from SVSG to replace twelve (12) staircases at a total cost of \$86,950.00.*

**Next Meeting Date and Location**

The next regular meeting will be held on Tuesday May 9, 2017 at 6:00 PM at Round Table Pizza.

**Adjournment**

There being no further business before the Board of Directors in General Session, *a motion was made, seconded and unanimously carried to adjourn the meeting at 7:10 p.m.*

SECRETARY'S CERTIFICATE

I, Neville Lacey, Secretary/Board Member of Fremont Vistas Homeowners Association duly appointed does hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on the above date as approved by the Board of Directors of Fremont Vistas Homeowners Association.

ATTEST:

Neville Lacey  
Appointed Secretary/Board Member

5-9-17  
Date

# Fremont Vistas Homeowners Association Regular Board of Directors Meeting

6:00 P.M.  
Round Table Pizza, La

## MINUTES March 14, 2017

Craig Haupt, Treasurer	Term Expires 2018
*Bill Rayburn, Director	Term Expires 2018
*Neville Lacey, Director	Term Expires 2017
Ken Fox, Director	Term Expires 2017
Anitha Gundlapally, Director	Term Expires 2017

\*denotes absence

Community Manager, James Jager, CCAM from Associa was also present. Five (5) Homeowners were present.

### Open Forum

There was a brief Open Forum where a number of topics were discussed.

### Call to Order

The regular meeting of the Board of Directors was called to order at 6:15p.m.

### Secretary's Report

Associa<sup>o</sup> presented a copy of the February 14<sup>th</sup>, 2017 BOD meeting minutes for the Boards approval. *Upon motion made, seconded and unanimously carried the regular minutes from February 14<sup>th</sup>, 2017 were approved.*

### Treasurer Report

The Board reviewed and accepted the January 2017 financials.

### Management Reports.

#### a. Annual Calendar / Action List

The Annual Working Calendar was reviewed by the Board. The Board reviewed the Action list generated from the last meeting.

#### b. Covenant Report / Work Order Report

The current Covenant Report was reviewed which shows all covenant letters since July 2016. The current Work Order Report is attached which shows all work completed since July 2016.

#### c. Site Inspection Report / Correspondences

The board reviewed the February 17<sup>th</sup> inspection report. There were no correspondences at this time.

### Action Items

#### a. Approve Architectural Application

There were none at this time.

#### b. Maintenance Proposal(s)

There were no Maintenance Proposals at this time.

#### c. Approve Insurance Proposal

*Upon motion made, seconded and unanimously carried the Board approved the proposal from Socher to renew the insurance policy for a cost of \$12,780.*

### Committee Reports

There was no report from the Landscape committee.

### Old Business

#### a. Updated Architectural Guideline for Window replacement.

### New Business

There was no new business to discuss.



Fremont Vistas Homeowners Association

Board of Directors Meeting of March 14, 2017

**Next Meeting Date and Location**

The next regular meeting will be held on Tuesday April 11, 2017 immediately after the annual meeting scheduled at 6:00PM at Round Table Pizza.

**Adjournment**

There being no further business before the Board of Directors in General Session, *a motion was made, seconded and unanimously carried to adjourn the meeting at 7:25 p.m.*

**SECRETARY'S CERTIFICATE**

I, Kenneth Fox, Secretary/Board Member of Fremont Vistas Homeowners Association duly appointed does hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on the above date as approved by the Board of Directors of Fremont Vistas Homeowners Association.

ATTEST: Kenneth Fox  
Appointed Secretary/Board Member

Apr. 11, 2017  
Date

# Fremont Vistas Homeowners Association Regular Board of Directors Meeting

6:00 P.M.

Round Table Pizza, 46600 Mission Blvd., Fremont, CA 94539

## ~~DRAFT~~ MINUTES February 14, 2017

Craig Haupt, Treasurer	Term Expires 2018
*Bill Rayburn, Director	Term Expires 2018
*Neville Lacey, Director	Term Expires 2017
Ken Fox, Director	Term Expires 2017
Anitha Gundlapally, Director	Term Expires 2017

\*denotes absence

Community Manager, James Jager, CCAM from Associa Northern California was also present. Two (2) Homeowners were present.

### Open Forum

There was a brief Open Forum where the issues about water ponding, painting/stenciling curbs and recycle bins were discussed.

### Call to Order

The regular meeting of the Board of Directors was called to order at 6:20p.m.

### Secretary's Report

Associa<sup>o</sup> presented a copy of the January 10<sup>th</sup>, 2017 BOD meeting minutes for the Boards approval. *Upon motion made, seconded and unanimously carried the regular minutes from January 10<sup>th</sup>, 2017 were approved.*

### Treasurer Report

The Board reviewed and accepted the January 31, 2017 financials.

### Management Reports.

#### a. Annual Calendar / Action List

The Annual Working Calendar was reviewed by the Board. The Board reviewed the Action list generated from the last meeting.

#### b. Covenant Report / Work Order Report

The current Covenant Report was reviewed which shows all covenant letters since July 2016. The current Work Order Report is attached which shows all work completed since July 2016.

#### c. Site Inspection Report / Correspondences

The Board reviewed the January 19<sup>th</sup> Site Inspection report. There were no correspondences at this time.

#### d. New Laws

Management presented and briefly talked about the new laws effecting HOA's in 2017.

### Action Items

#### a. Approve Architectural Application

The Board reviewed the Architectural request to replace windows 46818 and requested for more information from the homeowner.

#### b. Maintenance Proposal(s)

The Board tabled approving the proposal to repair the deck at 46864 and requested management to obtain two more bids.

#### c. Approve 2017 Full Reserve Study Contract

Fremont Vistas Homeowners Association  
Board of Directors Meeting of February 14, 2017

The Board reviewed the Full Reserve Study contract from Associa Reserve Study. *Upon motion made, seconded and unanimously carried the Board approved the 2017 Full Reserve Study contract from Associa Reserve in the amount of \$1,200.00.*

**d. Approve the Interfund Transfer as a Permanent Transfer**

Management explained to the Board the source of the due to Reserves amount of \$17,118.23. After review of the Association's Income & Expense and Cash Flow, the Board recognized that there is insufficient cash to repay the Interfund Transfers as stated on the Balance sheet of the Association. *Upon motion made, seconded and unanimously carried the Board approved that the Interfund Transfers become a Permanent Transfer that will not be repaid.*

**e. Approve Loan Payoff**

*Upon motion made, seconded and unanimously carried the Board approved the early payoff of the Mutual of Omaha loan with monies from the Mutual of Omaha Reserve account.*

**f. Approve Engagement Letter from Jeff Kearney**

*Upon motion made, seconded and unanimously carried the Board approved engaging Golden Gate Inspection to perform construction management of the installation of new iron stair structures with concrete closed back steps.*

**g. Approve Staircase Replacement Project Proposals**

There were no proposals available to review.

**Committee Reports**

The Landscape Committee reported that the drainage was checked and working well. Building 'F' has water puddling near the foundation and the committee will work with Earthtech on resolving the issue.

**Old Business**

Asphalt Sealing will be done sometime in April/May time frame.

**New Business**

**a. Illegal Dumping Control Measures**

There was some discussions about installing a fence w/gate around the property to help control outside dumping activity. Local dumping of contractors remodeling units will have to be monitored and reported by homeowners. Add note to newsletter and charging homeowners for dumping fees.

**b. Termite Inspection**

Management reported that Pacific Coast Termite will be performing a free external only termite inspection on February 16<sup>th</sup> starting at 8:00am.

**Next Meeting Date and Location**

The next regular meeting will be held on Tuesday March 14, 2017 at 6:00pm at Building 'A' Fernald Common.

**Adjournment**

There being no further business before the Board of Directors in General Session, *a motion was made, seconded and unanimously carried to adjourn the meeting at 7:35 p.m.*

**SECRETARY'S CERTIFICATE**

I, Anitha G, Secretary/Board Member of Fremont Vistas Homeowners Association duly appointed does hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on the above date as approved by the Board of Directors of Fremont Vistas Homeowners Association.

ATTEST:

  
Appointed Secretary/Board Member

3/14/2017  
Date

# Fremont Vistas Homeowners Association Regular Board of Directors Meeting

6:00 P.M.

Round Table Pizza, 46600 Mission Blvd., Fremont, CA 94539

**January 10, 2017**

*Craig Haupt, Treasurer	Term Expires 2018
Bill Rayburn, Director	Term Expires 2018
Neville Lacey, Director	Term Expires 2017
Ken Fox, Director	Term Expires 2017
Anitha Gundlapally, Director	Term Expires 2017

\*denotes absence

Community Manger, James Jager, CCAM from Associa was also present. Two (2) Homeowners were present.

## Open Forum

There was a brief Open Forum where a number of topics were discussed.

## Call to Order

The regular meeting of the Board of Directors was called to order at 6:24p.m.

## Secretary's Report

Associa<sup>o</sup> presented a copy of the October 11<sup>th</sup>, 2016 BOD meeting minutes for the Boards approval. *Upon motion made, seconded and unanimously carried the regular minutes from October 11<sup>th</sup>, 2016 were approved.*

## Treasurer Report

The Board reviewed and accepted the November 2016 financials.

## Management Reports.

- a. **Annual Calendar / Action List** - The Annual Working Calendar was reviewed by the Board. The Board reviewed the Action list generated from the last meeting.
- b. **Covenant Report / Work Order Report** - The current Covenant Report was reviewed which shows all covenant letters since July 2016. The current Work Order Report is attached which shows all work completed since July 2016.
- c. **Site Inspection Report / Correspondences** – There was no site inspection report available at this time. There were no correspondences at this time.

## Action Items

- a. **Approve Architectural Application** – There were none at this time.
- b. **Maintenance Proposal(s)** - There were no Maintenance Proposals at this time.
- c. **Approve CPA Engagement Letter for 2016** - . *Upon motion made, seconded and unanimously carried the Board approved the proposal from Levy, Erlanger & Company to prepare the 2016 taxes and 2016 financial review statement for a cost of \$2,090.*
- d. **Appoint the Inspector of Elections.** – *Upon motion made, seconded and unanimously carried the Board appointed Associa to serve as the Inspector of Elections for the election scheduled for April 2017.*

## Committee Reports

The Landscape Committee reported that the French Drains and the new retaining wall are working well after the heavy rains. Building 'F' has water puddling near the foundation and the committee will work with Earthtech on resolving the issue. Committee will work with Earthtech to identify trees that need heavy pruning this season.

**Old Business** – There was no discussion.

**New Business**

Fremont Vistas Homeowners Association

Board of Directors Meeting of January 10, 2017

- a. **Doorbell replacement Program** – The Board discussed the need for homeowners to replace broken doorbells with a standard/consistent model. The Board requested an inventory of homes requiring replacement.
- b. **Review Reserve Project for 2017** – The board reviewed the 2017 reserve plan. There was no decision made as to the reserve components to be addressed for 2017. Further discussions to be determined.

**Next Meeting Date and Location**

The next regular meeting will be held on Tuesday February 14, 2017 at 6:00 PM at Round Table Pizza.

**Adjournment**

There being no further business before the Board of Directors in General Session, *a motion was made, seconded and unanimously carried to adjourn the meeting at 7:54 p.m.*

**SECRETARY'S CERTIFICATE**

I, Anitha. Gundlapaty Secretary/Board Member of Fremont Vistas Homeowners Association duly appointed does hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on the above date as approved by the Board of Directors of Fremont Vistas Homeowners Association.

ATTEST:

  
Appointed Secretary/Board Member

2/14/2017  
Date



FREMONT VISTAS HOMEOWNERS ASSOCIATION  
Regular Board Meeting Minutes  
November 8, 2016 | 6:00 p.m.  
Round Table Pizza  
46600 Mission Blvd., Fremont, CA 94539

**MSC = Moved, Seconded, and Carried**

1. The meeting was canceled due to the lack of a quorum of the board.

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*Director Signature*

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*Date*

# FREMONT VISTAS HOMEOWNERS ASSOCIATION

## Regular Board Meeting Minutes

October 11, 2016 | 6:00 p.m.

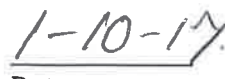
Round Table Pizza

46600 Mission Blvd., Fremont, CA 94539

**MSC** = Moved, Seconded, and Carried

1. **Homeowner's Open Forum** – There was a homeowner discussion regarding pests, solar panels, fencing and cameras.
2. **Call to Order** - Neville Lacey called the meeting to order at 6:30 p.m. Craig Haupt (Treasurer) and Ken Fox were also present. Jim Jager from Associa was present. Three (3) homeowners were also present.
3. **Open Seat on Board of Directors:** Homeowner Anitha Gundlapally volunteered to fill the vacant board seat. The board accepted and appointed Anitha to the board. **MSC**
4. **Secretary's Report** - The Board reviewed and approved the September 13, 2016 minutes as written. **MSC**
5. **Treasurer Report** - The board reviewed and accepted the August 2016 financials.
6. **Management Report** - The board reviewed the managers' report.
7. **Action Items**
  - a. **CAB CD maturing on 11/29/16** - The board approved closing the CAB CD account and depositing the monies into the CAB Reserve Account. **MSC**
  - b. **Architectural requests** - There were not architectural requests to review.
8. **Committee Reports** – The Landscape committee reported Commercial Tree will start tree work the week of Oct 10<sup>th</sup>, EarthTech will be reseeding lawn areas, more woodchips will be added to North End of the property, capping off sprinklers in areas not needing water and working on drainage issues near building N.
9. **Old Business (none)**
10. **New Business**
  - a. **Reserve Parking Stenciling** – Management will obtain bids to re-stencil the bumper/curbs for Reserve parking.
  - b. **Special Assessment Interest Payments** – The board reviewed/discussed the 2008 special assessment payment plan for those (15) homeowners that participated.
11. **Next Meeting Date & Location (November 8, 2016)**
12. **Adjourn** - The regular session meeting was adjourned at 7:24p.m. **MSC**
13. **Executive Meeting (if necessary)** - There was no Executive Session necessary.

  
Appointed Secretary

  
Date

# FREMONT VISTAS HOMEOWNERS ASSOCIATION

## Regular Board Meeting Minutes

October 11, 2016 | 6:00 p.m.

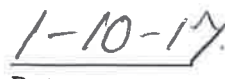
Round Table Pizza

46600 Mission Blvd., Fremont, CA 94539

**MSC** = Moved, Seconded, and Carried

1. **Homeowner's Open Forum** – There was a homeowner discussion regarding pests, solar panels, fencing and cameras.
2. **Call to Order** - Neville Lacey called the meeting to order at 6:30 p.m. Craig Haupt (Treasurer) and Ken Fox were also present. Jim Jager from Associa was present. Three (3) homeowners were also present.
3. **Open Seat on Board of Directors:** Homeowner Anitha Gundlapally volunteered to fill the vacant board seat. The board accepted and appointed Anitha to the board. **MSC**
4. **Secretary's Report** - The Board reviewed and approved the September 13, 2016 minutes as written. **MSC**
5. **Treasurer Report** - The board reviewed and accepted the August 2016 financials.
6. **Management Report** - The board reviewed the managers' report.
7. **Action Items**
  - a. **CAB CD maturing on 11/29/16** - The board approved closing the CAB CD account and depositing the monies into the CAB Reserve Account. **MSC**
  - b. **Architectural requests** - There were not architectural requests to review.
8. **Committee Reports** – The Landscape committee reported Commercial Tree will start tree work the week of Oct 10<sup>th</sup>, EarthTech will be reseeded lawn areas, more woodchips will be added to North End of the property, capping off sprinklers in areas not needing water and working on drainage issues near building N.
9. **Old Business (none)**
10. **New Business**
  - a. **Reserve Parking Stenciling** – Management will obtain bids to re-stencil the bumper/curbs for Reserve parking.
  - b. **Special Assessment Interest Payments** – The board reviewed/discussed the 2008 special assessment payment plan for those (15) homeowners that participated.
11. **Next Meeting Date & Location (November 8, 2016)**
12. **Adjourn** - The regular session meeting was adjourned at 7:24p.m. **MSC**
13. **Executive Meeting (if necessary)** - There was no Executive Session necessary.

  
Appointed Secretary

  
Date



FREMONT VISTAS HOMEOWNERS ASSOCIATION  
Regular Board Meeting Minutes  
September 13, 2016 | 6:00 p.m.  
Round Table Pizza  
46600 Mission Blvd., Fremont, CA 94539

**MSC** = Moved, Seconded, and Carried

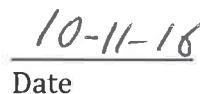
1. **Homeowner's Open Forum** – Homeowner reported that a new tree that was planted has been damaged. Homeowner paid off their Special Assessment loan and wants verification of such. Homeowner expressed their concern for the general Security of the association in recent light of the mail box theft. Homeowner asked if the post can re-key the Master lock of the Cluster Mailboxes. Homeowner reported that the doorbells need to be systematically replaced (consistent) throughout the complex. Homeowner reported that a sprinkler overflow was creating a mudslide.
2. **Call to Order** - Bill Rayburn called the meeting to order at 6:22 p.m. Craig Haupt (Treasurer), Neville Lacey and Ken Fox were also present. Jim Jager from Associa was present. Three (3) homeowners and Jeff Kearney (Golden Gate Inspections) were also present.
3. **Secretary's Report** - The Board reviewed and approved the July 12, 2016 and July 19, 2016 executive Session minutes as written. **MSC**
4. **Treasurer Report** - The board reviewed and accepted the July 2016 financials pending answer on Net Income/ (Loss).
5. **Management Report** - The board reviewed the managers' report.
6. **Action Items**
  - a. **Architectural requests** - There were not architectural requests to review.
  - b. **Vacant Board Position - Resignation of Elumalai Govindaraj.** - The Board accepted the resignation letter of Elumalai Govindaraj. **MSC**
  - c. **2017 Budget Review-**  
Management submitted a proposed budget including the following:
    1. A monthly assessment of \$370 per unit.
    2. Total Annual expenses of \$266,400.
    3. An increase over the previous year's budget of 5.71%.A motion was made by Craig Haupt, and seconded by Neville Lacey to approve the 2017 Budget modified from the version submitted by management as follows:
    - A monthly assessment of \$360 per unit.
    - Total annual expenses of \$259,200.
    - An increase over the previous year's budget of 2.86%.

- The reductions will be made to Gutter Repair and Maintenance, Reserve Study, Building Maintenance and Repair, Janitorial Service, Pest Control, Meeting Room Rentals, Locks and Key Repairs, Plumbing Supplies/repair and Maintenance and Reserve Contribution. Increases will be made to Tree Maintenance, Other Supplies and Reserve Contributions.

The motion to approve the 2017 Budget as modified carried unanimously. **MSC**

7. **Committee Reports** – The Landscape committee reported performing a walk through with Commercial Tree and identify pruning and removal that needed to be done this year. The committee also reported that the Redwood tree are recovering. The Landscape committee reported performing a walk through with Earthtech checking the sprinkler patterns of all sprinklers; trimming back any plants that block the spray pattern; checking areas of excessive watering and under watering.
8. **Old Business**
  - a. **Dryer Vent Cleaning Proposal** – The board decided not to do the dryer vent cleaning at this time. **MSC**
  - b. **Replacement of Redwood retaining Walls and status update of Wood railings** - Jeff Kearney reported the retaining walls and wood railing repairs are complete. The board selected Advanced Construction Technology's bid of \$32,000 to perform the next phase of repairs (repairs to wood trim and siding). **MSC**
  - c. Legal Update.
9. **New Business**
  - a. **2017 annual Meeting** – The annual meeting was postponed to April 2017 to conform to the Governing Documents.
10. **Next Meeting Date & Location (October 11, 2016)**
11. **Adjourn** - The regular session meeting was adjourned at 7:42p.m. **MSC**
12. **Executive Meeting (if necessary)** - There was no Executive Session necessary.

  
Aenne Lacey  
Appointed Secretary

  
10-11-16  
Date



FREMONT VISTAS HOMEOWNERS ASSOCIATION  
Regular Board Meeting Minutes  
August 9, 2016 | 6:00 p.m.  
Round Table Pizza  
46600 Mission Blvd., Fremont, CA 94539

**MSC = Moved, Seconded, and Carried**

1. The meeting was canceled due to the lack of a quorum of the board.

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*Director Signature*

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*Date*

**FREMONT VISTAS HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS REGULAR SESSION**  
**MEETING MINUTES**  
July 12, 2016 at 6:00PM  
Location: Roundtable Pizza, 46600 Mission Blvd. Fremont, CA

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**MSC = Moved, Seconded, and Carried**

\*= Absent

Bill Rayburn, Vice President	Term expires 2016
Neville Lacey, Secretary	Term expires 2016
*Craig Haupt, Treasurer	Term expires 2016
*Elumalai Govindaraj	Term expires 2017
Kenneth Fox	Term expires 2017

**Notice of Meeting**

In accordance with Civil Code §1363.05, notice of the meeting and the agenda was posted by us mail within the Association Newsletter for the Board of Directors of Fremont Vistas Homeowners Association.

**Roll Call**

A quorum of the Board was established.

Others present: Kristin Amarillas, CCAM and James Jager, CCAM – Associa Northern California, Inc. (ACMF) and Jeff Kearney of Golden Gate Inspections

**Homeowner Forum**

In accordance with California Civil Code, unit owners present were given an opportunity to address the Board of Directors.

**Call to Order**

The Board of Directors present called the meeting to order at 6:48 p.m.

**Committee Reports**

Bob Mitscha gave a report to those present on the landscaping.

**Secretary Report**

**Resolved**, the Board motioned, seconded and approved the Regular meeting minutes of June 2016 as submitted.

**Treasurer Report**

**Resolved**, the Board of Directors accepted the financial statements for the period ended May 31, 2016 as submitted.

**Business at Hand:**

Dryer Vent Cleaning Proposal: **Tabled**, the Board motioned, seconded and carried to table this item.

Reserve Projects Progress Discussion: **Resolved**, the Board motioned, seconded and carried to accept the proposal submitted by Americana Construction for the Repairs and Replacements of Retaining Walls in the amount of \$13,906.00. Stairs/Siding/Trim Maintenance: **Tabled**, the Board motioned, seconded and carried to table this item.

Asphalt Maintenance Update: **Reviewed**.

**Correspondences:**

The Board reviewed a request from Account# 00101-1059 to install a CCTV system. **Resolved**, the Board motioned, seconded and carried to accept the architectural application as submitted.

**Next Board of Directors Meeting**

The next regular Board of Directors meeting is scheduled for August 9, 2016 at 6:00PM, to be held at Roundtable Pizza - 46600 Mission Blvd., Fremont, CA.

**Adjournment**

There being no further business to come before the Board of Directors in General Session, a motion was made, seconded and unanimously carried to adjourn at 7:38 p.m.

**SECRETARY'S CERTIFICATION**

I, \_\_\_\_\_, Secretary of Fremont Vistas Homeowners Association duly appointed and certified does hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on the above date as approved by the Board of Directors of Fremont Vistas Homeowners Association.

**ATTEST:**

\_\_\_\_\_  
Appointed Secretary

\_\_\_\_\_  
Date

**FREMONT VISTAS HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS REGULAR SESSION**  
**MEETING MINUTES**  
June 14, 2016 at 6:00PM  
Location: Onsite – Fernald Common, Fremont

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**MSC = Moved, Seconded, and Carried**

\*= Absent

*Vacant, President	Term expires 2015
Bill Rayburn, Vice President	Term expires 2016
Neville Lacey, Secretary	Term expires 2016
Craig Haupt, Treasurer	Term expires 2016
*Elumalai Govindaraj	Term expires 2015

**Notice of Meeting**

In accordance with Civil Code §1363.05, notice of the meeting and the agenda was posted by us mail within the Association Newsletter for the Board of Directors of Fremont Vistas Homeowners Association.

**Roll Call**

A quorum of the Board was established.

Others present: Kristin Amarillas, CCAM and James Jager, CCAM – Associa Northern California, Inc. (ACMF)

**Call to Order**

The Board of Directors present called the meeting to order at 6:14 p.m.

**Business at Hand:**

Review Buildings/Streets Maintenance Conditions: **Reviewed**

Review Architectural/Covenant Conditions: **Reviewed**

Review Landscaping Conditions: **Reviewed**

**Adjournment**

There being no further business to come before the Board of Directors in General Session, a motion was made, seconded and unanimously carried to adjourn at 7:24 p.m.

**Homeowner Forum**

In accordance with California Civil Code, unit owners present were given an opportunity to address the Board of Directors.

**Next Board of Directors Meeting**

The next regular Board of Directors meeting is scheduled for July 12, 2016 at 6:00PM, to be held at Roundtable Pizza - 46600 Mission Blvd., Fremont, CA.

**SECRETARY'S CERTIFICATION**

I, Neville Lacey, Secretary of Fremont Vistas Homeowners Association duly appointed and certified does hereby certify that the foregoing is a true and correct copy of the Minutes of the Board of Directors Meeting held on the above date as approved by the Board of Directors of Fremont Vistas Homeowners Association.

**ATTEST:**

Neville Lacey  
Appointed Secretary

7-12-16  
Date