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**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
OCTOBER 16, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:01 p.m. at 5715 Baltimore Drive #51 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Ian McDoulett	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

**Also Present:** One (1) Resident

**UNIT OWNERS' OPEN FORUM**

A resident was present to discuss pending geotechnical engineering testing as well as other ground movement issues.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of September 18, 2024. A motion was made (Bolster), seconded (Canaris), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of September 18, 2024, in which the Board reviewed the Collection File, the Violation Log, and Unit Owner Correspondence. A motion was made (McDoulett), seconded (Canaris), and passed with one abstention to approve the minutes as presented.

**FINANCIAL**

**Period Ending July 31, 2024:** The operating account balance is \$30,509. The reserve account balance is \$700,047. The accounts receivable balance is \$4,856. Income for this period was \$53,698 with expenses of \$65,604. Total assets for this period are \$735,414. A motion was made (Jones), seconded (McDoulett), and carried to approve the financials as presented pending independent financial review.

**Period Ending August 31, 2024:** The operating account balance is \$34,595. The reserve account balance is \$710,045. The accounts receivable balance is \$6,052. Income for this period was \$50,355 with expenses of \$46,269. Total assets for this period are \$750,694. A motion was made (McDoulett), seconded (Canaris), and carried to approve the financials as presented pending additional review by the CFO and pending independent financial review.

**2025 Draft Budget:** The Board discussed the 2025 draft budget. During this process, the Board takes into consideration the needs of the community. Costs for the month-to-month operations of the Association continue to increase in all categories including waste & recycle service, gas & electric, landscape maintenance & supplies, pool maintenance & supplies, plumbing, pest control, and common area maintenance. The water and sewer costs continue to go up and account for approximately 23% of the entire budget. A motion was made (McDoulett), seconded (Canaris), and carried to approve the 2025 budget with a monthly assessment of \$360.00.

**2023 Independent Financial Review:** Pursuant to California Civil Code, a review of the Association's Financial Statements must be performed by an independent and licensed California CPA. A motion was made (McDoulett), seconded (Canaris), and carried to approve the proposal submitted by Sonnenberg & Company, CPAs to perform the 2024 Independent Financial Review for a cost of \$1,250.00.

### **REPORTS**

**Landscape:** Heritage Landscape will submit an amended agreement that will have a 1-man crew, 5 days per week with support staff for a cost of \$7,500 per month. Also, there is an option to blow out the 13 dumpster areas and the 26 AC enclosures for a cost of \$200 per service.

The Board reviewed the landscape inspection report dated 10/2/2024. Heritage will be requested to add a column to the report showing the date action was requested. No additional work is approved until previously approved projects are completed.

**Maintenance:** A maintenance list of pending items dated 10/2/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed.

The Board reviewed a proposal from Drain Patrol to high water pressure jet 82 – 4” clean outs located in the alleyways up to 100’ in each direction. A motion was made (Jones), seconded (McDoulett), and carried to approve the proposal as submitted for a cost of \$3,900.00.

The Board reviewed a proposal from C J Norby Signs for 13 custom dumpster rules signs that will replace old signage on each of the dumpster doors. An amended proposal will be requested for larger signs (11” x 17”). This item shall remain on the agenda.

### **UNFINISHED BUSINESS**

**Proposed Amended CC&R's and Bylaws:** The Committee has completed review of all of the CC&R's and the Bylaws with everything going well. A link is provided on the community website and on the bulletin board which allows owners to view updates and provide comments.

**Building Engineering Report:** Terra Pacific Consultants, Inc. is scheduling to perform a geotechnical evaluation for the residential condominiums that include units 39 and 139. Engineering and geologic analysis of data acquired during the investigation will be provided in a report with findings and recommendations. The Association wants to know the cause of the building distress and a remedy for addressing this.

**Stucco Maintenance:** Certa-Pro Painters have begun to pressure wash, stucco patch, repair, and paint all patio walls on all building throughout the community. Notices have been posted along with a community map outlining the order that the buildings will be worked on. The Association will reach out to those residents who have not cleared personal items away from the patio wall.

**Community Garage Sale:** A community garage sale was scheduled for Saturday, 10/12/2024 from 7:00 a.m. – 1:00 p.m. The participation and activity was much less than expected. A sign up sheet will be provided for the next garage sale with a minimum number of participants needed before scheduling.

#### **NEW BUSINESS**

**2024 Tree Maintenance:** The Board reviewed several proposals for tree maintenance work. This item has been tabled to the next meeting pending further review during the next schedule community walk-thru.

#### **ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made (Jones), seconded (Bolster), and carried, the meeting was adjourned to the Executive Session at 8:15 p.m. to review correspondence, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next Meeting of the Board of Directors is scheduled for 11/20/2024.**

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**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
SEPTEMBER 18, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:03 p.m. at 5715 Baltimore Drive #114 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Ian McDoulett	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
	Mike Hoover	Heritage Landscape

**UNIT OWNERS' OPEN FORUM**

There were no owners present for this meeting.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of August 21, 2024. A motion was made (Jones), seconded (Bolster), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of August 21, 2024, in which the Board reviewed the Collection File, the Violation Log, and Unit Owner Correspondence. A motion was made (McDoulett), seconded (Canaris), and passed with one abstention to approve the minutes as presented.

**FINANCIAL**

**July 31, 2024:** Approval of the 7/31/2024 financials has been tabled to the next meeting.

The Board discussed the 2025 draft budget. During this process, the Board takes into consideration the needs of the community. Costs for the month-to-month operations of the Association continue to increase in all categories including waste & recycle service, gas & electric, landscape maintenance & supplies, pool maintenance & supplies, plumbing, pest control, and common area maintenance. The water and sewer costs continue to go up and account for approximately 23% of the entire budget. A draft budget may be available from the CFO for approval at the next scheduled meeting.

**REPORTS**

**Landscape:** Mike Hoover was present from Heritage Landscape to discuss an amended landscape maintenance agreement that has been submitted to the Board.

The new agreement will have a 1-man crew, 5 days per week with support staff for a cost of \$7,500 per month. Also, there is an option to blow out the 13 dumpster areas and the 26 AC enclosures for a cost of \$200 per service. The frequency will need to be factored into the 2025 budget. All questions were answered to the full satisfaction of the Board. The Board thanked Mike for his time and efforts here in the community.

Proposals will be obtained for needed tree maintenance in the fall. There were no other cost items to review or approve at this time.

**Maintenance:** A maintenance list of pending items dated 9/4/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. During the next scheduled walk-thru, the bulletin board area will be inspected to determine where a locking bulletin board can be placed.

### **UNFINISHED BUSINESS**

**Proposed Amended CC&R's and Bylaws:** The Committee has completed review of all of the CC&R's and the Bylaws with everything going well. A link is provided on the community website and on the bulletin board which allows owners to view updates and provide comments. Work will now begin on amending the Maintenance Matrix.

**Building Engineering Report:** Terra Pacific Consultants, Inc. has submitted a proposal to perform a geotechnical evaluation for the residential condominiums that include units 39 and 139. A motion was made (Jones), seconded (McDoulett), and carried to approve the proposal as submitted for a cost of \$10,380 with condition that any anticipated cost increase must first be approved by the board and that the report will outline the cause of the settling and any potential liability.

The Association wants to know the cause of the building distress and a remedy for addressing this. The Association is also obtaining legal guidance on this matter.

### **NEW BUSINESS**

The Board reviewed a proposal from Butter Gutters to remove all debris from all Raingutters and downspouts and water-jet downspouts for clearance. A motion was made (McDoulett), seconded (Bolster), and carried to approve the proposal as submitted for a cost of \$5,200.00.

**Community Garage Sale:** A community garage sale is tentatively scheduled for Saturday, 10/12/2024 from 7:00 a.m. – 1:00 p.m. Management has drafted notices. An ad will be placed on Craigs List.

**Stucco Maintenance:** The Board reviewed proposals to pressure wash, stucco patch, repair, and paint all patio walls. After further review and discussion, a motion was made (Jones), seconded (Canaris), and carried to approve the proposal from Certa-Pro Painters for a cost of \$35,750 with condition that an option for using elastomeric paint is included at minimal cost.

**Parking Enforcement:** The Board discussed parking enforcement issues and possible solutions. Currently, the Association President along with management provides enforcement as issues are reported. A proposal will be obtained from a parking enforcement vendor to determine if this is affordable and feasible.

**ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made (Canaris), seconded (Bolster), and carried, the meeting was adjourned to the Executive Session at 7:24 p.m. to review correspondence, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next Meeting of the Board of Directors is scheduled for 10/16/2024.**

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**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
AUGUST 21, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:00 p.m. at 5715 Baltimore Drive #51 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Ian McDoulett	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer

<b>Directors Absent:</b>	Doug Canaris	Director
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<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
	Two (2) Unit Owners	

**UNIT OWNERS' OPEN FORUM**

Members were present to obtain an update on building engineering inspections performed on 2 buildings. The reports submitted by the engineer, have been provided to the unit owners present.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of July 18, 2024. A motion was made (McDoulett), seconded (Bolster), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of July 18, 2024, in which the Board reviewed the Collection File, the Violation Log, and Unit Owner Correspondence. A motion was made (McDoulett), seconded (Bolster), and carried to approve the minutes as presented.

**FINANCIAL**

**July 31, 2024:** Approval of the July 31, 2024 financials have been tabled to the next meeting for approval.

The community paid out over \$16,000 in taxes earlier in the year. A document was provided by Sonnenberg & Co showing a breakdown of the payments made.

**REPORTS**

**Landscape:** An inspection of the Community was conducted on 8/7/2024. Reports were provided by Heritage Landscape. The Board was provided with an amended landscape maintenance agreement. The Board will review the agreement, and a meeting will be held with Heritage at the next regularly scheduled board meeting to review together.

After review and discussion, the board has approved that herbicide may be used on the outer slope areas for weed control where there is no pedestrian traffic. All other areas will be hand pulled.

**Maintenance:** A maintenance list of pending items dated 8/7/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. During the next scheduled walk-thru, the bulletin board area will be inspected to determine where a locking bulletin board can be placed.

Proposals are being obtained for repairing stucco on all of the patio walls. The project may be performed in phases as funding allows.

360 Community Maintenance has provided notice that there will be a rate increase. Management has reached out to another maintenance provider and obtained a competitive bid for comparison. This item will remain on the agenda for further discussion as needed.

### **UNFINISHED BUSINESS**

**Proposed Amended CC&R's and Bylaws:** The Committee has completed review of all of the CC&R's with everything going well. An update was provided for this meeting and posted on the bulletin board and on the community website. A link is provided on the community website which allows owners to view updates and provide comments. Work will now begin on amending the By-Laws.

**Building Engineering Report:** Terra Pacific has performed a limited geotechnical review of reported distress on the buildings with units 39 and 139. This inspection was performed on Thursday 6/6/2024. A full report has been provided and distributed to the board for review. The Board instructed management to reach out to Terra Pacific to provide a proposal for the recommended next steps. The Association wants to know the cause of the building distress and a remedy for addressing this. The full report has been sent to any resident requesting it.

### **NEW BUSINESS**

**Drone Aerial Photos Review:** Drone operator, Aerial Traffic has completed taking drone pictures of all of the buildings roof areas without first having the full approval of the board. The photos will be used to determine any roof and rain gutter work that may be needed.

**Rain Gutter Maintenance:** The Board reviewed a proposal from Affordable Rain gutters to replace some damaged rain gutters on the front of unit 60. A motion was made (Jones), seconded (McDoulett), and carried to approve the proposal as submitted for a cost of \$733.00.



The Board reviewed a proposal from Butter Gutters to remove all debris from all Raingutters and downspouts and water-jet downspouts for clearance. A motion was made (McDoulett), seconded (Bolster), and carried to approve the proposal as submitted for a cost of \$5,200.00.

**Community Garage Sale:** A community garage sale is tentatively scheduled for Saturday, 10/12/2024 from 7:00 a.m. – 1:00 p.m. Management has drafted notices. An ad will be placed on Craigs List. A motion was made (Jones), seconded (Bolster), and carried to approve an amount not to exceed \$100 to place ads on an estate sale website.

**Stucco Maintenance:** The Board reviewed proposals from CertaPro Painters to pressure wash, stucco patch & repair, and paint all patio walls. Additional proposals will be obtained for review at the next scheduled board meeting.

### ADJOURNMENT

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 7:49 p.m. to review correspondence, the Violation Log, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is on 8/21/2024.**

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**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JULY 18, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:00 p.m. at 5715 Baltimore Drive #51 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Ian McDoulett	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
	Three (3) Unit Owners	

**UNIT OWNERS' OPEN FORUM**

Members were present to obtain an update on building engineering inspections performed on 2 buildings. Once the reports are submitted by the engineer, the board will review and provide copies to the unit owners present.

**MINUTES**

The Board reviewed the Organizational Session Meeting Minutes of June 19, 2024. A motion was made (Jones), seconded (Canaris), and carried to approve the minutes as presented.

The Board reviewed the Open Session Meeting Minutes of June 19, 2024. A motion was made (Jones), seconded (Canaris), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of June 19, 2024, in which the Board reviewed the Collection File, the Violation Log, and Unit Owner Correspondence. A motion was made (Jones), seconded (Canaris), and carried to approve the minutes as presented.

**FINANCIAL**

**May 31, 2024:** The operating account balance is \$33,806. The reserve account balance is \$682,674. The accounts receivable balance is \$4,780. Income for this period was \$55,618 with expenses of \$47,797. Total assets for this period are \$721,260. A motion was made (Jones), seconded (Canaris), and carried to approve the financials as presented pending independent financial review.

**2024 Draft Reserve Study:** The Board reviewed a draft of the 2024 Reserve Study submitted by Sonnenberg & Company, CPA's. The draft appears to be up to date and accurate. After further review and discussion, a motion was made (Canaris), seconded, (Bolster) and carried, to approve the reserve study as submitted. The reserve study indicates that the reserves are approximately 55.6% funded at this time.

**Assessment Lien Approvals:** A motion was made (Jones), seconded (McDoulett), and carried that the Board resolves and authorizes that a Notice of Intent to Lien Letter be sent and that a Lien be recorded on the property with assessor parcel number 464-020-26-28 in the event that payment is not received by the deadline imposed in the Intent to Lien Letter.

The CFO noted that the community paid out over \$16,000 in taxes earlier in the year. Management will research this and provide feedback.

A motion was made (Jones), seconded (McDoulett), and carried that the Board resolves and authorizes that a Notice of Intent to Lien Letter be sent and that a Lien be recorded on the property with assessor parcel number 464-020-27-75 in the event that payment is not received by the deadline imposed in the Intent to Lien Letter.

### **REPORTS**

**Landscape:** An inspection of the Community was conducted on 7/3/2024. Reports were provided by Heritage Landscape. A motion was made (Jones), seconded (Canaris), and carried, to approve several enhancement projects throughout the community for a total cost of \$365.00.

**Maintenance:** A maintenance list of pending items dated 7/3/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. The landscape drainage at unit 48 will be inspected during the next regularly scheduled community inspection.

Proposals are being obtained for repairing stucco on all of the buildings including the patio walls. The project may be performed in phases as funding allows.

360 Community Maintenance has provided notice that there will be a rate increase effective August 1, 2024. Management shall reach out to another maintenance provider to obtain a competitive bid.

### **UNFINISHED BUSINESS**

**Proposed Amended CC&R's and Bylaws:** The Committee has completed review through Article 11 with everything going well. Updates are provided periodically and posted on the bulletin board and on the community website. A link is provided on the community website which allows owners to view updates and provide comments.

**Building Engineering Report:** Terra Pacific has performed a limited geotechnical review of reported distress on the buildings with units 39 and 139. This inspection was performed on Thursday 6/6/2024. A full report is pending and will be distributed to the board for further discussion.

**NEW BUSINESS**

**Rain Gutter Maintenance:** The Board reviewed a proposal from Aerial Traffic to provide drone pictures of each of the 26 residential buildings to best determine the scope of work needed on the rain gutters.

**ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 7:25 p.m. to review correspondence, the Violation Log, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is on 8/21/2024.**

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**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JUNE 19, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:41 p.m. at 5715 Baltimore Drive #114 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Ian McDoulett	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

**Also Present:** Joseph G. Apparito, CAI Community Manager

**UNIT OWNERS' OPEN FORUM**

There were no homeowners present for this meeting.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of May 15, 2024. A motion was made (Jones), seconded (Canaris), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of May 15, 2024, in which the Board reviewed the Collection File, the Violation Log, and Unit Owner Correspondence. A motion was made (Jones), seconded (Canaris), and carried to approve the minutes as presented.

**FINANCIAL**

**March 31, 2024:** The operating account balance is \$22,423. The reserve account balance is \$799,831. The accounts receivable balance is \$2,916. Income for this period was \$57,158 with expenses of \$74,411. Total assets for this period are \$825,171. A motion was made (Jones), seconded (Canaris), and carried to approve the financials as presented pending independent financial review.

**April 30, 2024:** The operating account balance is \$25,720. The reserve account balance is \$685,182. The accounts receivable balance is \$3,205. Income for this period was \$55,338 with expenses of \$39,300. Total assets for this period are \$714,108. A motion was made (Jones), seconded (Canaris), and carried to approve the financials as presented pending independent financial review.

**2024 Reserve Study:** The Board reviewed a proposal from Sonnenberg & Company, CPA's to prepare the 2024 Reserve Study with an no on-site inspection. A motion was made (Jones), seconded (McDoulett), and carried to approve the proposal as submitted for a cost of \$500.00.

## REPORTS

**Landscape:** An inspection of the Community was conducted on 6/5/2024. Reports were provided by Heritage Landscape. A motion was made (Jones), seconded (Canaris), and carried, to approve several enhancement projects throughout the community for a total cost of \$400.00.

**Maintenance:** A maintenance list of pending items dated 6/5/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. It is reported that unit 60 may need rain gutter replacement.

Proposals will be obtained for repairing stucco on all of the buildings including the patio walls. The project will be performed in phases as funding allows.

## UNFINISHED BUSINESS

**Proposed Amended CC&R's and Bylaws:** A Committee has been formed with four (4) owner volunteers along with two (2) board members to review the CC&R's and Bylaws and the proposed amendments to better prepare information and voting materials for the owners to understand more easily. Updates are provided periodically and posted on the bulletin board and on the community website. A link will be provided on the community website which will allow owners to view updates and provide comments.

**Building Engineering Report:** Terra Pacific has performed a limited geotechnical review of reported distress on the buildings with units 39 and 139. This inspection was performed on Thursday 6/6/2024. A full report is pending and will be distributed to the board for further discussion.

## NEW BUSINESS

**Rain Gutter Maintenance:** Board Member, (Jones) met with Butter Gutters on-site to show them several areas needing adjustments and cleaning. A proposal has been submitted with options for cleaning only of predetermined locations as well as for cleaning only on all buildings. Butter Gutters would also note any rain gutters and downspouts requiring any maintenance or replacement. Additional proposals will be obtained and board members will meet with vendors.

## ADJOURNMENT

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 7:25 p.m. to review correspondence, the Violation Log, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is on 7/17/2024.**

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**May 15, 2024**  
**MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:30 p.m. at 5715 Baltimore Drive #51 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

<b>Directors Absent:</b>	Dorothea Exharos	Vice President
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<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
	Two (2) Homeowners	

**UNIT OWNERS' OPEN FORUM**

An open forum was held during the annual meeting of members scheduled just prior to this meeting.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of April 17, 2024. A motion was made (Bolster), seconded (Canaris), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of April 17, 2024, in which the Board reviewed the Collection File, the Violation Log, and Unit Owner Correspondence. A motion was made (Bolster), seconded (Jones), and carried to approve the minutes as presented.

**FINANCIAL**

**March 31, 2024:** The financial report was tabled to the next meeting for approval.

**REPORTS**

**Landscape:** An inspection of the Community was conducted on 5/1/2024. Reports were provided by Heritage Landscape. A motion was made (Jones), seconded (Exarhos), and carried, to approve enhancement projects throughout the community for a total cost of \$1,765.00.

A large Tipuana Tree located in the courtyard by unit 57 has damaged a portion of the concrete courtyard and bench and has been deemed a nuisance. Atlas Tree Service has removed and stump grinded the tree in preparation to plant a replacement tree. The landscape supervisor provided tree replacement recommendations. After review and discussion, the board approved replacing the tree with a Sweet Shade Tree which has yellow flowers.

**Maintenance:** A maintenance list of pending items dated 4/3/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed.

The damaged front patio deck of unit 48 has been determined to need replacement. A motion was made (Bolster), seconded (Jones), and carried to approve STP Masonry to replace the damaged concrete for a cost of \$4,150.00.

### **UNFINISHED BUSINESS**

**2023 Community Painting Project:** Savage Painting has completed the damaged wood replacement and painting project for the community. Savage has provided detailed pictures with dates of additional wood repair/replacement needed. An inspection of one of the units concerned with the quality of work will be performed during the next monthly community inspection.

The Board reviewed a proposal provided by Savage to prep, repair, and paint all stucco within the community. The Board may consider addressing stucco repairs on a broader scale including in phases. This item will be tabled for further discussion.

**Proposed Amended CC&R's and Bylaws:** A Committee has been formed with four (4) owner volunteers along with two (2) board members to review the CC&R's and Bylaws and the proposed amendments to better prepare information and voting materials for the owners to understand more easily. Updates are provided periodically and posted on the bulletin board and on the community website.

**Building Engineering Report:** Terra Pacific will perform a limited geotechnical review of reported distress on the buildings with units 39 and 139. Management has coordinated a schedule so both units can provide access on Thursday 6/6/2024.

### **NEW BUSINESS**

**Insurance Claim:** Unit 138 has suffered water damage from a toilet water supply line that failed. The Association Insurance Carrier will respond back to the unit owner's insurance carrier regarding their request for the Association to file a claim in this matter. Any updates will be forwarded to the board as they are received.

### **ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 7:25 p.m. to review correspondence, the Violation Log, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is on 6/19/2024.**



**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
April 17, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association Community Manager at 6:00 p.m. at 5715 Baltimore Drive #114 in La Mesa, CA 91942.

<b>Directors Present:</b>	Dorothea Exarhos	Vice President
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

<b>Directors Absent:</b>	J.B. Harrington	President
	Ginny Bolster	Secretary

<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
	One (1) Homeowner	

**UNIT OWNERS' OPEN FORUM**

A unit owner was present to discuss CC&R maintenance guidelines and stayed to observe the meeting.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of March 20, 2024. A motion was made (Exarhos), seconded (Canaris), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of March 20, 2024, in which the Board reviewed the Collection File, the Violation Log, and Unit Owner Correspondence. A motion was made (Canaris), seconded (Jones), and carried to approve the minutes as presented.

**FINANCIAL**

**February 29, 2024:** The operating account balance is \$39,676. The reserve account balance is \$880,861. The accounts receivable balance is \$2,262. Income for this period was \$53,755 with expenses of \$39,496. Total assets for this period are \$922,800. A motion was made (Jones), seconded (Exarhos), and carried to approve the financials as presented pending independent financial review.

A draft of the 2023 Independent Financial Review prepared by Sonnenberg & Company, CPAs was provided to the Board for their review. The report provides the reader with an analysis of the Association's financial transactions covering the period from 1/1/2023 – 12/31/2023. A motion was made (Jones), seconded (Exarhos), and carried to approve the Financial Review as presented for distribution to the membership.

## REPORTS

**Architectural:** Unit 7 – The owner submitted a request to replace windows and doors on their unit. After review and discussion, a motion was made (Canaris), seconded (Jones), and carried to approve the request as submitted with condition that the windows and doors match the current ones in style and trim color.

**Landscape:** An inspection of the Community was conducted on 4/3/2024. Reports were provided by Heritage Landscape. A motion was made (Jones), seconded (Exarhos), and carried to approve one enhancement proposal to replace a damaged landscape drain and add additional stone to the planter area in front of unit 121 for a total cost of \$400.00.

**Maintenance:** A maintenance list of pending items dated 4/3/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. The Board may consider addressing stucco repairs on a broader scale.

## UNFINISHED BUSINESS

**2023 Community Painting Project:** Savage Painting is nearly complete with damaged wood replacement and painting of the community. Savage has provided detailed pictures with dates of additional wood repair/replacement needed. The Board is satisfied with their performance to date. A final walk-thru inspection will be performed prior to final payment.

**Proposed Amended CC&R's and Bylaws:** A Committee has been formed with four (4) owner volunteers along with two (2) board members to review the CC&R's and Bylaws and the proposed amendments to better prepare information and voting materials for the owners to understand more easily. Updates are provided periodically to the owners by posting on the bulletin board and on the community website.

**Building Engineering Report:** The Board reviewed a proposal from an Independent Geotechnical Engineer – Terra Pacific to perform a limited geotechnical review of reported distress on the buildings with units 39 and 139. After further review and discussion, a motion was made (Jones), seconded (Exarhos), and carried to approve the proposal as submitted for a cost of \$6,300.00.

## NEW BUSINESS

**2024 Annual Meeting & Election:** The Annual meeting & Election is scheduled for Wednesday, May 15, 2024. The Meeting will be held at 6:00 p.m. at 5715 Baltimore Drive in La Mesa, CA 91942 in the courtyard near unit 106. The purpose of the meeting shall be to elect three (3) Members to the Board of Directors. The three (3) Members elected shall serve for terms of two (2) years.

**Damaged Concrete and Tree Removal:** A large Tipuana Tree located in the courtyard by unit 57 has damaged a portion of the concrete courtyard and has been deemed a nuisance by residents. The Board reviewed a proposal from Atlas Tree Service to remove and stump grind the tree in preparation to plant a replacement tree. A motion was made (Jones), seconded (Canaris), and carried to approve the proposal as submitted for a cost of \$1,780.00.

The Board reviewed a proposal from STP Masonry to remove and replace approximately 160 sq ft of damaged concrete by unit 57. A motion was made (Jones), seconded (Canaris), and carried to approve the proposal as submitted for a cost of \$4,350.00. Management shall coordinate with the tree vendor and the concrete contractor on this project.

The Board reviewed a proposal from STP Masonry to remove and replace approximately 150 sq ft of damaged concrete patio at unit 138. A motion was made (Jones), seconded (Canaris), and carried to approve the proposal as submitted for a cost of \$4,150.00.

#### **ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 6:44 p.m. review correspondence, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is on 5/15/2024.**

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MARCH 20, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:00 p.m. at 5715 Baltimore Drive #51 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Dorothea Exarhos	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
	One (1) Homeowner	

**UNIT OWNERS' OPEN FORUM**

A unit owner was present to discuss the proposed CC&R amendments and remained to observe the meeting.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of February 21, 2024. A motion was made (Bolster), seconded (Exarhos), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of February 21, 2024, in which the Board reviewed the Collection File, the Violation Log, and Unit Owner Correspondence. A motion was made (Exarhos), seconded (Bolster), and carried to approve the minutes as presented.

**FINANCIAL**

**February 29, 2024:** The February 29, 2024 financials have been tabled for approval to the next scheduled meeting.

**REPORTS**

**Landscape:** An inspection of the Community was conducted on 3/7/2024. Reports were provided by Heritage Landscape. A motion was made (Jones), seconded (Exarhos), and carried to approve several landscape enhancement proposals from Heritage for a total cost of \$795.00. The landscapers will be instructed to blow out the trash enclosures and AC enclosures more periodically.

**Maintenance:** A maintenance list of pending items dated 3/7/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed.

STP Masonry has installed three small pony walls against the retaining wall by the steps leading to units 67-72 to the full satisfaction of the Board.

**UNFINISHED BUSINESS**

**2023 Community Painting Project:** Savage Painting is continuing damaged wood replacement and painting of the community. Savage has provided detailed pictures with dates of all additional wood repair/replacement needed. The Board is satisfied with their performance to date. The Board reviewed a proposal from Savage Painting to paint all the aluminum window frames throughout the community. A motion was made (Jones), seconded (Exarhos), and carried to approve the proposal as submitted for a cost of \$5,800.00. The Board has requested that Savage provide a proposal to paint the wood French doors on the front patios. This will be reviewed for consideration at the next meeting.

**Proposed Amended CC&R's and Bylaws:** A Committee has been formed with four (4) owner volunteers along with two (2) board members to review the CC&R's and Bylaws and the proposed amendments to better prepare information and voting materials for the owners to understand more easily. One of the committee members has stepped down from the committee. Updates are provided periodically to the owners by posting on the bulletin board and on the community website.

**Pool/Spa Deck Maintenance:** Dynamic Concrete Coatings has completed repairs to the decking around the pool and spa area and applied 2 coats of acrylic color sealer and replaced the mastic around the pool and spa. A final inspection of the work completed will be scheduled with management and board members present.

**NEW BUSINESS**

**Building Engineering Report:** Management has contacted an Independent Geotechnical Engineer (Terra Pacific) to provide a geotechnical soil report proposal for building 37-42. This item shall remain on the agenda for further discussion and consideration.

**ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 6:38 p.m. review correspondence, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is on 4/17/2024.**

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
FEBRUARY 21, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:00 p.m. at 5715 Baltimore Drive #114 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Dorothea Exarhos	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
	One (1) Homeowner	

**UNIT OWNERS' OPEN FORUM**

A unit owner was present to discuss maintenance guidelines for garage doors. The owner left after the discussion and the meeting continued.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of January 17, 2024. A motion was made (Bolster), seconded (Canaris), and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of January 17, 2024, in which the Board reviewed the Collection File, the Violation Log, Unit Owner Correspondence, and held Violation Hearings. A motion was made (Bolster), seconded (Canaris), and carried to approve the minutes as presented.

**FINANCIAL**

December 31, 2023: The operating account balance is \$29,128. The reserve account balance is \$891,198. The accounts receivable balance is \$3,235. Income for this period was \$52,103 with expenses of \$37,272. Total assets for this period are \$923,561. A motion was made (Jones), seconded (Exarhos), and carried to approve the financials as presented pending independent financial review.

January 31, 2024: The operating account balance is \$25,416. The reserve account balance is \$901,070. The accounts receivable balance is \$3,018. Income for this period was \$58,217 with expenses of \$61,928. Total assets for this period are \$929,506. A motion was made (Jones), seconded (Exarhos), and carried to approve the financials as presented pending independent financial review.

**REPORTS**

**Landscape:** An inspection of the Community was conducted on 2/7/2024. Reports were provided by Heritage Landscape. A motion was made (Jones), seconded (Canaris), and carried to approve a proposal from Heritage for removing old groundcover near units 67-72 and add drought tolerant plants, irrigation, and bark wood for a total cost of \$4,956.00.

**Maintenance:** A maintenance list of pending items dated 2/7/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. Management shall reach out to STP Masonry for a cost to install 2 small pony walls against the retaining wall by the steps leading to units 67-72.

### **UNFINISHED BUSINESS**

**2023 Community Painting Project:** Savage Painting began damaged wood replacement and painting of the community on 2/12/2024. A map showing the order that the buildings will be worked on has been distributed to all residents. The Board is satisfied with their performance to date.

**Proposed Amended CC&R's and Bylaws:** A Committee has been formed with four (4) owner volunteers along with two (2) board members to review the CC&R's and Bylaws and the proposed amendments to better prepare information and voting materials for the owners to understand more easily. The first meeting is scheduled for Wednesday 2/28/2024. Updates will be provided to the owners periodically.

### **NEW BUSINESS**

**Pool/Spa Deck Maintenance:** The Board reviewed competitive proposals to repair the decking around the pool and spa area and apply 2 coats of acrylic color sealer and replace the mastic around the pool and spa. A motion was made (Jones), seconded (Canaris), and carried, to approve the proposal from Dynamic Concrete Coatings for a cost of \$13,300.00.

**Courtyard Drain Repair:** Owners reported that the drain lines in the courtyard in front of 121-122 were backing up. The tree root damaged drain pipes have been removed and replaced.

**Rain Gutter/Downspout Maintenance:** The Board reviewed a proposal from ProTec Building Services to brush and clean all rain gutters and downspouts and to align and correct gutters as needed. This item has been tabled until such time as the rain gutters are scheduled for maintenance.

**Building Engineering Report:** Applied Consultants has been retained to inspect several units in the community due to reports of doors and windows shifting and cracking of drywall in areas of the units and has provided reports for Board review. Per the recommendation on the reports, an Independent Geotechnical Engineer will be retained to inspect and provide a geotechnical soil report on building 37-42. This item shall remain on the agenda for further discussion.

### **ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 7:07 p.m. review correspondence, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is on 3/20/2024.**

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JANUARY 17, 2024  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:47 p.m. at 5715 Baltimore Drive #51 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Dorothea Exarhos	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

**Also Present:** Joseph G. Apparito, CAI Community Manager

**UNIT OWNERS' OPEN FORUM**

Four (4) unit owners were present for this meeting. Issues regarding concerns that there is building movement was addressed as well as community landscape observations.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of November 15, 2023. A motion was made, seconded, and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of November 15, 2023 in which the Board reviewed the Collection File, and unit owner correspondence. A motion was made, seconded, and carried to approve the minutes as presented.

**FINANCIAL**

October 31, 2023: The operating account balance is \$16,500. The reserve account balance is \$895,159. The accounts receivable balance is \$3,576. Income for this period was \$54,642 with expenses of \$50,572. Total assets for this period are \$918,916. A motion was made (Jones), seconded (Bolster), and carried, to approve the financials as presented pending independent financial review.

November 30, 2023: The operating account balance is \$14,297. The reserve account balance is \$920,296. The accounts receivable balance is \$2,830. Income for this period was \$50,536 with expenses of \$52,739. Total assets for this period are \$937,423. A motion was made (Jones), seconded (Canaris), and carried to approve the financials as presented pending independent financial review.

A motion was made (Jones), seconded (Canaris), and carried, to approve the purchase of a 9-month \$125,000 CD at 4.85% and an 18-month \$125,000 CD at 4.65%.



## REPORTS

**Landscape:** An inspection of the Community was conducted on 12/6/2023 and 1/3/2024. Reports were provided by Heritage Landscape. The Board approved planting additional ground cover by unit 65 and two shrubs by unit 134 for a total cost of \$190.00. A proposal to remove old ground cover and add drought tolerant plants similar to the rest of the community along with bark wood to finish alongside building 67-72 is pending from Heritage.

**Maintenance:** A maintenance list of pending items dated 1/3/2024 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed.

## UNFINISHED BUSINESS

**2023 Community Painting Project:** The Board has not been satisfied with responses and actions by Pilot Painting regarding wood repair/replacement and damaged utility door replacement. The Board has approved terminating the current agreement with Pilot Painting. Competitive proposals have been obtained for review and consideration.

A motion was made (Exarhos), seconded (Bolster), and carried to approve a proposal from Savage Painting to replace damaged wood and to prep and paint specified wood and metal surfaces on 26 buildings, 2 pool area buildings and 13 trash enclosures for a total cost of \$168,325.00. Final signing is pending the confirmed termination of the Pilot Painting agreement.

**Proposed Amended CC&R's and Bylaws:** The Association held a town hall meeting with the Association's Attorney and Owners just prior to this meeting to get a clearer idea of what the primary changes are, and how they impact both the owners and the Association. Owners were able to ask any questions regarding the proposed amendments directly to the Attorney. This time was found to be useful to the owners, to assist with the voting decisions.

A motion was made (Jones), seconded (Bolster), and carried to cancel the current vote of the Owners and prepare for new voting.

Daybreak is seeking three (3) owners along with two (2) Board Members, (Harrington and Jones) to be a part of a committee to review the CC&R's and Bylaws and the proposed amendments to better prepare information and voting materials for the owners to understand more easily.

## NEW BUSINESS

**Utility Door Maintenance:** The Board received several competing proposals to repair, paint, and replace as needed all twenty-six sets of utility doors located on the side of each building. After further review and discussion, a motion was made (Exarhos), seconded (Bolster), and carried, to approve the proposal from Savage Painting for a cost of \$18,900.00.

**Pool/Spa Deck Maintenance:** The Board reviewed competitive proposals to repair the decking around the pool and spa area and apply 2 coats of acrylic color sealer and replace the mastic around the pool and spa. A third proposal will be obtained. This item will remain on the agenda for further discussion and consideration.

**Mainline Sewer Inspection:** The Board is waiting for results from a recent sewer line camera inspection performed by JC Plumbing to determine if further action is needed for repair or replacement of piping.

**ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 7:42 p.m. to hold a due process violation hearing, review the violation log, correspondence, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is on 2/21/2024.**

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
NOVEMBER 15, 2023  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:00 p.m. at 5715 Baltimore Drive #114 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Ginny Bolster	Secretary
	Doug Canaris	Director
<b>Directors Absent:</b>	Dorothea Exarhos	Vice President
	Renee Jones	Chief Financial Officer
<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager

**UNIT OWNERS OPEN FORUM**

No unit owners were present for this meeting.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of October 18, 2023. A motion was made, seconded, and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of October 18, 2023 in which the Board reviewed the Collection File, and unit owner correspondence. A motion was made, seconded, and carried to approve the minutes as presented.

**FINANCIAL**

**September 30, 2023:** The operating account balance is \$12,431. The reserve account balance is \$898,288. The accounts receivable balance is \$5,017. Income for this period was \$49,306 with expenses of \$58,366. Total assets for this period is \$915,736. A motion was made, seconded, and carried to approve the financials as presented pending independent financial review.

The Board reviewed CD administration costs provided by 36 Community Management. There will be a one-time \$25.00 administration fee for each CD purchased by the Association. If a new account is opened at a new institution, there will be a one-time administration fee of \$125.00 for the process of opening the new account.

A motion was made, seconded, and carried that the Board resolves and authorizes that a Notice of Intent to Lien letter be sent and that a Lien be recorded on the property with Assessor Parcel Number 464-020-29-09 in the event payment is not received by the deadline imposed in the Intent to Lien Letter.

Per an FCC ruling voiding graduated revenue share payments in exclusive marketing agreements, the Cox Cable Revenue Share agreement has been terminated by Cox effective September 26, 2022.

### **REPORTS**

**Landscape:** An inspection of the Community was conducted on 11/1/2023. A report was provided by Heritage Landscape. The Board approved removing a section of dry ground cover and pickle weed and add 4 flats of Rosea by unit 120 for a cost of \$180.00.

**Tree Maintenance:** The Board reviewed the tree maintenance performed by Atlas Tree Service. It was determined that additional tree work is needed as part of continuing renovations. Management shall reach out to Atlas to provide cost estimates for the proposed additional work not to exceed \$750.00.

**Maintenance:** A maintenance list of pending items dated 11/1/2023 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. Several items have been completed on the list.

The Board reviewed a proposal from Omni Graphics to repair the vandalized community entry sign. A motion was made, seconded, and carried, to approve the proposal as submitted for a cost of \$525.63. Omni Graphics will also be requested to provide recommendations to protect the sign including installing plexiglass.

### **UNFINISHED BUSINESS**

**2023 Community Painting Project:** Pilot Painting has provided a proposal for needed wood repair/replacement for three buildings. Competitive proposals are being obtained for review and consideration. This item shall remain on the agenda pending

**Proposed Amended CC&R's and Bylaws:** Kriger Law Firm has submitted a final draft of the proposed, amended CC&R's and the Bylaws. The Board previously reviewed several concerns and questions. The Board has deemed the amended documents complete. A motion was made, seconded, and carried, to approve the distribution of the proposed amended CC&R's and Bylaws to the membership to vote to approve or not.

### **NEW BUSINESS**

**Utility Door Maintenance:** The Board received several competing proposals to repair, paint, and replace as needed all twenty-six sets of utility doors located on the side of each building. After further review and discussion, a motion was made, seconded, and carried, to approve the proposal from Pilot Painting for a cost of \$12,600.00.

**Pool/Spa Deck Maintenance:** The Board reviewed a proposal from Dynamic Concrete Coatings to repair the decking around the pool and spa area and apply 2 coats of acrylic color sealer and replace the mastic around the pool and spa for a cost of \$13,300.00. A proposal will be obtained from 360 Maintenance to perform this work. This item will remain on the agenda for further discussion and consideration.

**ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 8:11 p.m. to review Correspondence, legal matters, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is 1/17/2024**

**DAYBREAK LA MESA PROPERTY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
OCTOBER 18, 2023  
MINUTES**

A Meeting of the Board of Directors of the Daybreak La Mesa Property Owners Association was called to order by the Association President at 6:02 p.m. at 5715 Baltimore Drive #51 in La Mesa, CA 91942.

<b>Directors Present:</b>	J.B. Harrington	President
	Dorothea Exarhos	Vice President
	Ginny Bolster	Secretary
	Renee Jones	Chief Financial Officer
	Doug Canaris	Director

<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
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**UNIT OWNERS OPEN FORUM**

One resident was present to observe the meeting.

**MINUTES**

The Board reviewed the Open Session Meeting Minutes of September 20, 2023. A motion was made, seconded, and carried to approve the minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of September 20, 2023 in which the Board reviewed the Collection File, and unit owner correspondence. A motion was made, seconded, and carried to approve the minutes as presented.

**FINANCIAL**

**September 30, 2023:** Approval has been tabled to the next meeting.

**2024 Draft Budget:** Management provided a version of a draft 2024 budget which includes an increase of \$5.00 per unit, per month. The Association President and Chief Financial Officer each presented a draft budget to be reviewed by the Board. After further review and discussion, a motion was made, seconded, and carried to approve the draft 2024 budget pending minor changes with an increase of \$5.00 per unit, per month.

**2023 Independent Financial Review:** Pursuant to California Civil Code, a review of the Association's Financial Statements must be performed by an independent and licensed California CPA. A motion was made, seconded, and carried to approve the proposal submitted by Sonnenberg & Company, CPAs to perform the 2023 Independent Financial Review for a cost of \$1,250.00.

**REPORTS**

**Landscape:** An inspection of the Community was conducted on 10/4/2023. A report was provided by Heritage Landscape. No other action was taken or needed at this time.

**Tree Maintenance:** The Board reviewed several competing proposals to perform this year's tree maintenance. After further review and discussion, a motion was made, seconded,

and carried to approve the proposal from Atlas Tree Service for a total cost of \$17,575.00. Management shall reach out to Atlas to attempt to negotiate a lower cost.

**Maintenance:** A maintenance list of pending items dated 10/4/2023 was provided to the Board for review. The list is reviewed at each successive inspection to determine if items have been completed or if further action is needed. Several items have been completed on the list.

### **UNFINISHED BUSINESS**

**2023 Community Painting Project:** Pilot Painting has provided a proposal for needed wood repair/replacement for three buildings. Pilot Painting has also provided a proposal to prepare, clean, and paint the tops of the front patio wall caps to avoid damage. Wood French doors are not included and are the responsibility of the unit owner. Management shall meet with the vendor to negotiate costs and work specifications. Notices will be distributed to all residents with further information and instructions when work is scheduled.

**Proposed Amended CC&R's and Bylaws:** Kriger Law Firm has submitted the first draft of the amended CC&R's and the Bylaws. The Board reviewed several concerns and questions. An issue on the maintenance matrix was discussed regarding termite treatment responsibilities. All termite treatment, whether interior or exterior, is the responsibility of the Community and the matrix should better reflect this. Management shall reach out to the Attorney to make the amendment to the matrix. The Board has deemed the amended documents complete after the matrix is amended. The proposed amended CC&R's and Bylaws will then be distributed to the membership to vote to approve or not.

### **NEW BUSINESS**

**Power Wash Proposal Review:** San Diego Power Clean is scheduled to complete the power washing of the remaining patio wall tops on Thursday 10/19/2023. The Association President is overseeing this project to completion.

**Rodent Control Proposal:** The Board reviewed a proposal from Armor Pest Control to maintain 2 rodent bait stations per building. After further review and discussion, a motion was made, seconded, and carried to approve the proposal as submitted for a cost of \$\$15.00 per box refill as needed. The cost for box replacement is \$17.00 per box.

### **ADJOURNMENT**

There being no further business to come before the meeting and upon a motion made, seconded, and carried, the meeting was adjourned to the Executive Session at 7:43 p.m. to review Correspondence, legal matters, and the Delinquent Account Report.

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**Secretary**

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**Date**

**The next scheduled Meeting of the Board of Directors is 11/15/2023**