

**TEATRO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD DECEMBER 12, 2025**

Board President Marcela Arana called the meeting to order at 6:00 p.m. Board members present were Abigail Lucero and Colleen Jackson.

**PARKING RULES:** The Board reviewed the draft parking rules amendment from Delphi Law Group. After discussion, Colleen moved to approve to distribute the draft rules to the membership for the required twenty-eight (28) day review period. Marcela seconded, vote was all ayes, motion carried.

**ADJOURNMENT:** A motion was made to adjourn the meeting. The motion was seconded. Vote was all ayes, motion carried. The meeting was adjourned at 6:02 p.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING HELD OCTOBER 14, 2025**

Community Manager Brittany Vik called the meeting to order at 5:04 p.m. Board members present were Marcela Arana, Abigail Lucero, and Colleen Jackson.

**OPEN FORUM:** The Board agreed to conduct an inspection of the wood fences to provide a scope of work for prospective bidders.

Management was instructed to have Aqua Diamond shut off the pool heater last week of October.

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the August 2025 meeting. After discussion, Abby moved to approve the minutes as presented. Marcela seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for August 2025. After discussion, Abby moved to approve the financials as presented. Marcela seconded, vote was all ayes, motion carried.

**APPROVAL OF LIENS:** The Board reviewed a notice of intent to lien for parcel #507-270-42-08. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

**PARKING RULES:** The Board reviewed the draft parking rules amendment from Delphi Law Group and made changes. Management was instructed to provide the changes to Delphi to implement. The Board agreed to purchase the parking stickers and signage. Management was instructed to confirm with the attorney what the new signage needs to state for the purposes of towing.

**POOL GATE CARD PROGRAMMING:** The Board discussed purchasing a laptop and the alarm lock software and card user database to have the ability to deactivate pool key cards onsite. After discussion, Abby moved to approve Accurate Security to deactivate the resident pool key card that was lost and table purchasing a laptop and alarm lock software. Colleen seconded, vote was all ayes, motion carried.

**GATE MAINTENANCE:** The Board reviewed a quarterly gate maintenance proposal from Denali Access Solutions. After discussion, Abby moved to approve the proposal at a cost of \$390.00 per quarterly visit. Colleen seconded, vote was all ayes, motion carried.

**LANDSCAPING:** The Board reviewed proposals from Green Horizons to install mulch throughout the planters in the community in three (3) phases. After discussion, Abby moved to approve the proposals at a total cost of \$6,225.00. Marcela seconded, vote was all ayes, motion carried.

The Board reviewed a proposal from Green Horizons to install new plants at 933. After discussion, Abby moved to approve the proposal at a cost of \$560.00. Marcela seconded, vote was all ayes, motion carried.

The Board reviewed a proposal from Green Horizons to trim the Queen and Mexican Fan palm trees and agreed the trimming is not necessary at this time.

**MAINTENANCE:** The Board reviewed a maintenance rate increase from ProTec. The current rate of \$71.66/hour will be increasing to \$75.24/hour beginning January 1, 2026, however, ProTec is offering to maintain the current rate if the Association agrees to continue with their service and sign an updated contract appendix. After discussion, Abby moved to approve the agreement as presented. Colleen seconded, vote was all ayes, motion carried.

**NEXT MEETING DATE:** The next meeting date will be on February 11<sup>th</sup>, 2026 at 6:00 p.m.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed disciplinary action, homeowner correspondence, and delinquency issues.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING HELD AUGUST 27, 2025**

Community Manager Brittany Vik called the meeting to order at 2:00 p.m. Board members present were Marcela Arana, Abigail Lucero, and Colleen Jackson.

**OPEN FORUM:** Management was instructed to follow up with ACP on the wood fence inspection.

The Board agreed to hold another on-site distribution for the new pool key cards.

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the May & June 2025 meetings. After discussion, Abby moved to approve the minutes as presented. Marcela seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for April–July 2025. After discussion, Abby moved to approve the financials as presented. Collen seconded, vote was all ayes, motion carried.

**APPROVAL OF LIENS:** The Board reviewed notices of intent to lien for parcels #507-270-48-02 and #507-270-43-06. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

**RESERVE STUDY:** The Board reviewed the draft reserve study with several changes noted by Management. After discussion, Abby moved to approve the reserve study with the noted changes. Marcela seconded, vote was all ayes, motion carried.

**2026 BUDGET:** The Board reviewed the draft 2026 budget. After discussion, Abby moved to approve no increase in dues for the next fiscal year and to maintain the dues at \$340.00/month, beginning January 1, 2026. Marcela seconded, vote was all ayes, motion carried.

**CAI BUCK A DOOR:** Management explained that the Buck A Door program through Community Associations Institute helps to fund the California Legislative Action Committee, which helps to fight and/or modify legislation that can be detrimental to Homeowners Associations. After discussion, Abby moved to make a donation of \$91.00. Marcela seconded, vote was all ayes, motion carried.

**PARKING RULES:** The Board discussed their meeting with Delphi Law Group to modify the parking rules. Management was instructed to provide the Board email outlining the parking rule changes to Delphi to draft the rule change.

Management was instructed to draft a rule change limiting the number of guests per unit in the pool area.

**FINE ENFORCEMENT CHANGES:** The Board discussed the new law that was passed that limits the existing fine enforcement policy and the fines Associations can levy against owners. After discussion, Abby moved to approve Delphi to draft a revised Enforcement Policy & Fine Schedule at a cost of \$550.00. Colleen seconded, vote was all ayes, motion carried.

**LANDSCAPING:** The Board reviewed a proposal from Green Horizons to oversee the lawn areas with perennial seed. After discussion, Abby moved to approve the proposal at a cost of \$1,250.00. Marcela seconded, vote was all ayes, motion carried.

**SOCIAL COMMITTEE:** Management was instructed to send Word versions of the Garage Sale, and Halloween & Christmas Decorating Contest notices to the Board for coordination and posting. The Board agreed to hold a community garage sale on September 27<sup>th</sup>.

**NEXT MEETING DATE:** The next meeting date will be Tuesday, October 14, 2025, at 6:00 p.m.

**EXECUTIVE SESSION SUMMARY:**  
The Board addressed disciplinary action, homeowner correspondence, and delinquency issues.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD JUNE 24, 2025**

Community Manager Brittany Vik called the meeting to order at 2:01 p.m. Board members present were Marcela Arana, Abigail Lucero, and Colleen Jackson.

**DRAIN LINE REPLACEMENT:** The Board reviewed a proposal from Remedy Rooter to replace the patio drain line at 925 that has been compromised by tree roots. After discussion, Marcela moved to approve the proposal at a cost of \$5,031.00. Colleen seconded, vote was all ayes, motion carried.

**POOL REPAIRS:** The Board reviewed a proposal from Aqua Diamond Pools to replace the flow meters, anti-corrosion filters for the pool & spa heaters, and autofill controller. After discussion, Abby moved to approve the proposal at a cost of \$1,255.00. Marcela seconded, vote was all ayes, motion carried.

The Board reviewed a proposal from Aqua Diamond Pools to replace the joint sealant around the pool and spa. Colleen advised she will have another pool professional submit a competitive bid.

**POOL KEY CARDS:** The Board reviewed the draft pool key card and release authorization notices, and discussed the onsite key distribution. After discussion, Abby moved to approve the draft notice as presented to be distributed to the membership. Colleen seconded, vote was all ayes, motion carried.

**PARKING RULES:** The Board discussed the parking rules under review by the attorney and reviewed the draft vehicle registration form. Management was instructed to include the vehicle registration form with the pool key card notice and provide the Board with the parking rules from the attorney as soon as they are available.

**LANDSCAPING:** The Board reviewed a proposal from Green Horizons to stump grind the tree that was removed in front of 960-962 in order to plant new plant material. After discussion, Abby moved to approve the proposal at a cost of \$250.00. Marcela seconded, vote was all ayes, motion carried.

The Board reviewed a proposal from Green Horizons to install new plants in front of 960-962. After discussion, Abby moved to approve the proposal at a cost of \$920.00. Marcela seconded, vote was all ayes, motion carried.

**MAINTENANCE:** The Board reviewed an email from ProTec stating they can core drill the pool deck and install umbrella sleeves, as the current umbrella stands continue to break. Colleen advised she will obtain a competitive quote for the work for Board consideration.

**ADJOURN:** A motion was made to adjourn the Open Meeting. The motion was seconded. Vote was all ayes, motion carried. The meeting was adjourned at 2:58 p.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD MAY 19, 2025**

Community Manager Brittany Vik called the meeting to order at 5:07 p.m. Board members present were Marcela Arana, Abigail Lucero, and Colleen Jackson.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPOINTMENT OF OFFICERS:** The Board discussed officer positions. After discussion, upon a motion made, seconded, and carried, the following directors were appointed to the following officer positions:

Marcela Arana	President
Colleen Jackson	Treasurer
Abigail Lucero	Secretary

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the February 2025 meeting and May 8, 2024 Annual Meeting. After discussion, Abby moved to approve the minutes as presented. Marcela seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for January–March 2025. After discussion, Abby moved to approve the financials as presented. Abby seconded, vote was all ayes, motion carried.

**DRAFT FINANCIAL REVIEW:** The Board reviewed the draft financial review. After discussion, Marcela moved to approve the draft review as presented for distribution to the membership. Abby seconded, vote was all ayes, motion carried.

**BOARD DECISIONS:** Upon a motion made, seconded, and carried, the following Board decisions made between meetings were ratified:

913 Teatro Circle – Patio Cover Installation & Patio Slider Replacement – Approved 4/21/25

Broadway Gate V-Track Replacement – House of Automation – \$1,825.00 – Approved 4/21/25

Koelreuteria Tree Removals – Green Horizons – \$1,925.00 – Approved 4/24/25

Camera Replacements & Pool Key Cards – Accurate Security – \$5,451.87 – Approved 5/1/25

Hawthorn Tree Trimming – Green Horizons – \$1,156.00 – Approved 5/14/25

**SPEED BUMPS:** The Board reviewed an email from ACP with several options to modify the speed bumps that were installed, as people are now riding electric scooters on the sidewalks and interfering with people trying to get in and out of their driveways. Management was instructed to schedule an onsite meeting with Colleen and ACP to go over the options.

**DRAIN LINE REPLACEMENT:** The Board reviewed a proposal from Remedy Rooter to replace the patio drain line at 925 that has been compromised by tree roots. Management was instructed to obtain additional information, including the location of the pipe break and if the broken section can be replaced without compromising any portion of the concrete. Management was also instructed to obtain additional proposals for the repair and the concrete repairs if cutting into the concrete is necessary.

**STANDING GUARD SERVICE:** The Board reviewed proposals for standing guard services for the summer. The Board agreed to table the proposals to see if the new cameras will suffice for security during the summer season.

**FIBER INTERNET:** The Board reviewed an offer from Wyyerd to install fiber internet for the community. The Board agreed it is not necessary and to maintain the current internet service.

**SPRING NEWSLETTER:** The Board reviewed the draft Spring Newsletter and requested a notice be mailed to the residents with the new pool key cards instead.

**PARKING RULES:** The Board discussed modifying the parking rules to potentially allow parking in the driveways and other revisions. Management was instructed to obtain a legal opinion on several of the provisions and report back to the Board with their response.

**LANDSCAPING:** The Board reviewed the April landscape walkthrough from Green Horizons. After discussion, Abby moved to approve a budget of \$225.00/month for three (3) yards of mulch installation and \$300.00/month for plant installations. Marcela seconded, vote was all ayes, motion carried.

**ARCHITECTURAL APPLICATIONS:** The Board reviewed an architectural application from 974 to install a free-standing gazebo in their backyard. After discussion, Abby moved to approve the installation. Colleen seconded, vote was all ayes, motion carried.

**NEXT MEETING DATE:** The next meeting date will be August 20, 2025, at 6:00 p.m.

**EXECUTIVE SESSION SUMMARY:**  
The Board addressed disciplinary action, homeowner correspondence, and delinquency issues.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING HELD FEBRUARY 12, 2025**

Community Manager Brittany Vik called the meeting to order at 6:06 p.m. Board members present were Marcela Arana, Abigail Lucero, and Colleen Jackson. Katherine Paz Marte was absent.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the October 2024 meeting. After discussion, Abby moved to approve the minutes as presented. Marcela seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for September – December 2024. After discussion, Colleen moved to approve the financials as presented. Abby seconded, vote was all ayes, motion carried.

**RESERVE REIMBURSEMENT:** The Board discussed paying back the \$30,000 loan that was taken from reserves to fund the operating account. After discussion, Marcela moved to pay back the loan over twelve (12) months. Abby seconded, vote was all ayes, motion carried.

**COMMITTEE DECISIONS:** Upon a motion made, seconded, and carried, the following committee decisions were ratified:

Gates:                    Broadway Gate (LHS) Control Board Replacement – House of Automation  
                                  – \$1,496.68 – Approved 10/24/24

                                  Broadway Gate Operator Cages Installation – House of Automation  
                                  – \$2,408.00– Approved 10/30/24

                                  Entrance Pedestrian Gate Hydraulic Closer Replacement – House of  
Automation – \$707.64 – Approved 11/12/24

Landscape:            Plant Installation (920) – Green Horizons – \$325.00 – Approved 12/19/24

                                  Pre-Emergent Application – Green Horizons – \$420.00– Approved  
1/14/25

**FENCE INSPECTIONS:** Management advised ACP will have the inspections completed within the next month. Management was instructed to have ACP prioritize the fencing at each address from worst to best condition.

**INSPECTOR OF ELECTION:** The Board discussed the upcoming Annual Meeting. After discussion, Abby moved to appoint a notary public as the Inspector of Election. Colleen seconded, vote was all ayes, motion carried.

**SPA REPAIRS:** The Board reviewed a proposal from Aqua Diamond to install a liquid chlorine feeder for the spa. After discussion, Abby moved to approve the proposal at a cost of \$880.00. Marcela seconded, vote was all ayes, motion carried.

**GARAGE SALE:** The Board agreed to host a community garage sale on February 22, 2025.

**NEXT MEETING DATE:** The next meeting date will be May 14, 2025, at 6:00 p.m.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed disciplinary action, homeowner correspondence, and delinquency issues.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD OCTOBER 8, 2024**

Community Manager Brittany Vik called the meeting to order at 6:03 p.m. Board members present were Marcela Arana, Abigail Lucero, Colleen Jackson, and Katherine Paz Marte.

**OPEN FORUM:** No items were brought before the Board at this time.

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the August & September 2024 meetings. After discussion, Abby moved to approve the minutes as presented. Marcela seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for July & August 2024. After discussion, Abby moved to approve the financials as presented. Marcela seconded, vote was all ayes, motion carried.

**APPROVAL OF LIENS:** The Board reviewed a notice of intent to lien for parcel #507-270-48-02. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

**2025 BUDGET:** The Board reviewed the draft 2025 budget with a recommended minimum \$45.00/month increase. After discussion, Colleen moved to approve a \$20.00/month per unit dues increase, with the new dues amount of \$340.00/month to begin January 1, 2025. Abby seconded, vote was all ayes, motion carried.

**FINANCIAL REVIEW & TAX PREPARATION:** The Board reviewed a proposal from Sonnenberg & Co. for the annual financial review and tax preparation. After discussion, Marcela moved to approve the proposal at a cost of \$1,250.00. Abby seconded, vote was all ayes, motion carried.

**CORPORATE TRANSPARENCY ACT:** The Board reviewed information regarding the Corporate Transparency Act, a new Federal anti-money laundering regulation that requires Board Members to register with the Financial Crimes Enforcement Network (“FinCEN”), a bureau of the U.S. Department of Treasury, effective January 1, 2025. The Board reviewed a proposal from CTA Review to prepare and submit the information. After discussion, Marcela moved to approve the proposal at a cost of \$295.00 to file the information annually with unlimited updates. Colleen seconded, vote was all ayes, motion carried.

**COMMITTEE DECISIONS:** Upon a motion made, seconded, and carried, the following committee decisions were ratified:

Gates: Broadway Gate Ground Loop Sensor Replacement – House of Automation – \$1,955.00 – Approved 8/26/24

Maintenance: Broadway Gate Fence Panel Installation – 360 Maintenance – \$500.00 – Approved 8/26/24

Camara Replacement – Accurate Security – \$1,786.44 – Approved 9/26/24

BBQ Replacement – ACP – \$4,250.00 – Approved 8/26/24

**RULE AMENDMENT:** The Board reviewed the proposed rule amendment for Pool Use that was distributed to the membership for the required twenty-eight (28) day review period. After discussion, Abby moved to adopt the rule as presented. Marcela seconded, vote was all ayes, motion carried.

**SPEED BUMPS:** The Board reviewed a proposal from ACP to install plastic speed bumps on the north, west, and south runs of the community. After discussion, Marcela moved to approve the proposal at a cost of \$5,700.00. Abby seconded, vote was three ayes, motion carried. Colleen opposed.

**GATE REPAIRS:** The Board reviewed a proposal from House of Automation to replace the gate hinges on the main exit vehicle gate panels. After discussion, Abby moved to approve the proposal at a cost of \$2,453.84. Marcela seconded, vote was all ayes, motion carried.

The Board reviewed a proposal from House of Automation to replace the hydraulic closer on the right-hand side pedestrian gate. After discussion, Marcela moved to approve the proposal at a cost of \$2,453.84. Abby seconded, vote was all ayes, motion carried.

**LANDSCAPING:** The Board reviewed a landscape maintenance proposal from Green Horizons to be onsite three times/week at a monthly cost of \$7,200.00. Management noted the current monthly cost is \$3,799.00/month. Management was instructed to request a proposal for an additional worker to be onsite instead.

**MAINTENANCE:** The Board reviewed the monthly maintenance rate increase from ProTec. Management advised the contract is for eight (8) hours, but they often go over with all of the tasks that need to be completed.

**SOCIAL COMMITTEE:** The Board discussed the Halloween and Christmas Decorating Contests. The Halloween Decorating Contest will be judged on Halloween Night by the Social Committee, and they will work together to schedule the Christmas Decorating Contest.

**NEXT MEETING DATE:** The next meeting date will be February 12, 2025, at 6:00 p.m.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed disciplinary action, homeowner correspondence, and delinquency issues.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD SEPTEMBER 10, 2024**

Community Manager Brittany Vik called the meeting to order at 10:00 a.m. Board members present were Marcela Arana, Abigail Lucero, and Colleen Jackson. Katherine Paz Marte was absent. Rachael Robenolt with 360 Community Management was also in attendance.

**FINANCIALS:** Rachael Robenolt was present to go over the financial reports with the Board and answer any questions. All questions were answered to the full satisfaction of the Board.

**INVESTMENT RECOMMENDATIONS:** The Board reviewed investment recommendations. After discussion, Abby moved to purchase one (1) \$75,000 CD for a twelve-month term with the current liquid funds, and after the current CD at Enterprise matures on November 5, 2024, to move the funds to the Morgan Stanley account and purchase one (1) \$25,000 CD for a six-month term, one (1) \$100,000 CD for a twelve-month term, and one (1) \$100,000 CD for an eighteen-month term. Colleen seconded, vote was all ayes, motion carried.

**CONTRACT REVIEW:** Rachael Robenolt was present to go over the revised Management contract with the Board and answer any questions. All questions were answered to the full satisfaction of the Board.

A motion was made to adjourn the meeting. The motion was seconded. Vote was all ayes, motion carried. The meeting was adjourned at 10:52 a.m.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING HELD AUGUST 14, 2024**

Community Manager Brittany Vik called the meeting to order at 6:06 p.m. Board members present were Marcela Arana, Abigail Lucero, and Colleen Jackson. Katherine Paz Marte was absent. One owner was in attendance.

**OPEN FORUM:** The owner of 922 was in attendance to suggest light posts be installed in each driveway quad.

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the May 2024 meeting. After discussion, Abby moved to approve the minutes as presented. Marcela seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for April–June 2024. After discussion, Abby moved to approve the financials as presented. Marcela seconded, vote was all ayes, motion carried. The Board tentatively scheduled a financial meeting with Management for September 10, 2024 at 10:00 a.m.

**INVESTMENT RECOMMENDATIONS:** The Board discussed investment recommendations. After discussion, Abby moved to open a brokerage account with Morgan Stanley and discuss CD options at the next meeting. Colleen seconded, vote was all ayes, motion carried.

**APPROVAL OF LIENS:** The Board reviewed notices of intent to lien for parcels #507-270-44-11 and 507-270-42-08. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

**RESERVE STUDY:** The Board reviewed the draft reserve study. After discussion, Marcela moved to approve the reserve study as presented. Abby seconded, vote was all ayes, motion carried.

**2025 BUDGET:** The Board reviewed the draft 2025 budget with a recommended minimum \$40.00/month increase. The Board discussed the security budget. After discussion, Abby moved to reduce the parking enforcement to once/night. Marcela seconded, vote was all ayes, motion carried. The Board agreed additional time is needed to review the budget before approval.

**COMMITTEE DECISIONS:** Upon a motion made, seconded, and carried, the following committee decisions were ratified:

- Architectural:        913 Teatro Circle – Camera Installation – Approved 7/26/24
- Gates:                 Broadway Gate Ground Loop Sensor Replacement – House of Automation  
                              – \$1,750.00 – Approved 5/20/24
- Landscape:            Drain Line Replacement (926 Teatro Circle) – Green Horizons – \$1,050.00  
                              – Approved 6/12/24

**COMMITTEES:** Upon a motion made, seconded, and carried, the following members were appointed to the following Committees:

Architectural:	Marcela & Abby
Gates:	Marcela & Abby
Janitorial:	Abby & Colleen
Landscaping:	Marcela & Abby
Maintenance:	Marcela & Abby
Parking:	Colleen & Abby
Pool:	Colleen & Abby
Security:	Colleen & Abby
Social:	Abby & Kathy

**WOOD FENCE REPAIRS:** The Board discussed the wood fence repair project. Management was instructed to schedule an onsite meeting with Abby & Marela and Paul Corbisez with ACP to perform a fence inspection and establish the scope of work.

**ASPHALT REPAIRS:** The Board reviewed proposals for asphalt sealcoat & striping, and the installation of speed bumps. The Board agreed to table this project for discussion next spring. Management was instructed to solicit proposals to install three (3) bolt-down speed bumps in the middle of the North, West, and South sides of the street.

**JANITORIAL SERVICE:** The Board reviewed proposals for janitorial service. After discussion, Marcela moved to issue a thirty (30) day termination notice to ProTec Building Services and approve the proposal from Dragon Cleaning Services at a cost of \$1,905.00/month for twice/week service in the summer and \$952.50/month for once/week service in the summer. Abby seconded, vote was all ayes, motion carried.

**PRESSURE WASHING:** The Board reviewed proposals to pressure wash the driveways, sidewalks, and perimeter walls throughout the community. After discussion, Abby moved to approve the proposal from Baywash for \$9,360.00 for the driveways and sidewalks, and instructed Management to request a proposal to pressure wash the perimeter wall. Marcela seconded, vote was all ayes, motion carried.

**CAMERA INSTALLATION:** The Board reviewed a proposal from Accurate Security to install a camera on the pool house to capture the area in front of the pool, replace the DVR, wiring, and storage cabinet. After discussion, Abby moved to approve the proposal at a cost of \$4,943.82, and the replacement of the camera lens covers on cameras #4 and #7. Marcela seconded, vote was all ayes, motion carried.

**KEYPAD INSTALLATION:** The Board reviewed a proposal from Accurate Security to install a keypad on the existing knox box bollard to open the Broadway gate. The Board agreed to table the proposal until more information is provided on parking.

**GRILL REPLACEMENT:** The Board reviewed proposals to replace the pool area grill, gas line, and surrounding tile on the grill kiosk. The Board agreed the grill is rarely, if ever used, and it would make more financial sense to remove the grill and create a seating area instead of spending money on a component that is not in use. Management was instructed to solicit a proposal to remove the grill & kiosk and repair the area to match the existing wall, and also remove the drinking fountain, cap off the line, and patch the stucco wall.

**RULE AMENDMENT:** The Board reviewed the proposed rule amendment for Pool Use. After discussion, Marcela moved to approve the proposed rule amendment for distribution to the membership for the required twenty-eight (28) day review period. Abby seconded, vote was all ayes, motion carried.

**LANDSCAPING:** The Board reviewed a proposal from Green Horizons to apply five (5) bags of perennial seed. After discussion, Marcela moved to approve the proposal at a cost of \$1,250.00. Colleen seconded, vote was all ayes, motion carried.

Management was instructed to ask Green Horizons what the monthly cost would be to have their crew onsite three times/week.

**ARCHITECTURAL:** The Board reviewed an architectural application submitted by the owner of 911 Teatro Circle to install three (3) cameras on the front, side, and back of their home. After discussion, Marcela moved to approve the application as presented, under the condition the cameras cannot be pointed into any surrounding home, yards, or common areas. Abby seconded, vote was all ayes, motion carried.

**NEXT MEETING DATE:** The next meeting date will be Tuesday, October 8<sup>th</sup> at 6:00 p.m.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed disciplinary action, homeowner correspondence, and delinquency issues.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_

**TEATRO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD MAY 8, 2024**

Community Manager Brittany Vik called the meeting to order at 6:08 p.m. Board members present were Marcela Arana and Abigail Lucero.

**OPEN FORUM:** Management announced that longtime Board Member George Tyson will be selling his unit and officially resigned from the Board of Directors.

**APPROVAL OF MINUTES:** The Board reviewed the minutes of the February 2024 meeting. After discussion, Marcela moved to approve the minutes as presented. Abby seconded, vote was all ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for January–March 2024. After discussion, Abby moved to approve the financials as presented. Marcela seconded, vote was all ayes, motion carried.

**APPROVAL OF LIENS:** The Board reviewed notices of intent to lien for parcels #507-270-42-13, 507-270-42-14, and 507-270-43-05. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s).

**WOOD FENCE REPAIRS:** The Board reviewed a change order from ProTec for additional wood fence repairs. After discussion, Marcela moved to approve the proposal at a cost of \$58,546.00. Abby seconded, vote was all ayes, motion carried.

**SUMMER PATROL GUARD:** The Board discussed implementing the standing guard for the summer season. After discussion, Marcela moved to approve a standing guard to start Memorial Day weekend through Labor Day, from 3:00 p.m. – 11:00 p.m. on Friday, Saturday, Sunday, and two roving weekdays. Abby seconded, vote was all ayes, motion carried.

The Board discussed increasing the janitorial service for the summer season. After discussion, Marcela moved to increase the service to twice/week, Mondays and Fridays, through Labor Day. Abby seconded, vote was all ayes, motion carried.

**POOL FURNITURE:** The Board discussed purchasing new pool chairs and umbrellas. Management was instructed to provide the Board with options for chairs and to purchase six (6) red umbrellas and three (3) umbrella bases.

**TREE REMOVALS:** The Board reviewed a proposal from Green Horizons to remove fifty-eight (58) Mexican Fan Palms throughout the circle to save on future tree trimming costs. After discussion, Marcela moved to table the proposal for further review and schedule Green Horizons to proceed with trimming the Mexican Fan Palms. Abby seconded, vote was all ayes, motion carried.

**NEXT MEETING DATE:** The next meeting date will be August 14, 2024.

**EXECUTIVE SESSION SUMMARY:**

The Board addressed disciplinary action, homeowner correspondence, and delinquency issues.

Attested: \_\_\_\_\_ Date: \_\_\_\_\_