



# Mission Ridge Condominium Association

Board of Directors General Meeting Minutes  
October 24, 2024  
Amended January 23, 2025

**PRESENT:**

- o Terry Keller – President
- o Courtney Mountjoy-Reza - Secretary
- o Paul Soletto – Director (\*Via Zoom)
- o Tina Rozycki – Keystone Management
- o Jane Vasquez – Treasurer
- o Sally Gibb – Vice President

**I. CALL TO ORDER:**

- o President Terry Keller called the meeting to order at 6:35 p.m.

**II. APPROVAL OF MINUTES:**

- o MSCM to approve the General Meeting minutes of September 26, 2024.

**III. FINANCIAL:**

- o Treasurer’s Report given for September 2024 revenue/expenses and account balances as of September 30, 2024.
- o MSCM to approve resolution for September 2024 expenses in excess of \$10,000.
- o MSCM to impose 12-month special assessment of \$11 per unit and raise the dues \$10 per month. Board to reassess at June 2025 HOA Meeting.
- o MSCM to approve the budget as amended with the Special Assessment and raising of dues.

**IV. MEMBER DELIQUENCY:**

- o Board reviewed delinquency report.
- o MSCM to proceed with small claims with APN #434-200-02-36.
- o MSCM to revoke parking privileges for APN #434-200-02-30 and APN #434-200-02-36.

**V. ADMINISTRATIVE:**

- o MSCM to ratify payment in the amount of \$1,600 to PURCOR Pest Solutions for local treatment for termites at Unit 10400 – 256.
- o Board reviewed insurance master policy renewal from Prendiville Insurance Agency/Farmers Insurance. Board will wait for additional bids. MSCM to approve insurance master policy renewal via email.

**VI. NEW BUSINESS:**

- o MSCM to deny request from Unit 10400 – 247 for \$99 reimbursement for plumbing repair due to leak under kitchen sink.
- o MSCM to approve architectural request for Unit 10225 – 152 to install electrical vehicle charging station.
- o MSCM to deny architectural request for Unit 10400 – 249 for balcony enclosure and requests confirmation the individual performing the work is licensed properly with the CSLB.
- o MSCM to send out proposed changes to rule regarding Clubhouse Use and Rental and implementing new rule forbidding dog urination on buildings and parking columns to all owners for comment.

**VII. HOMEOWNER’S FORUM:**

- o Budget. Special Assessment can be paid on one lump sum instead of monthly. Tree removal between Buildings 1 and 4.
- o Gym noise and creating sign to observe quiet hours/keep doors closed from 6am and 8am and 8pm and 10pm.
- o ID of units getting parking privileges revoked. Owners vs renters ratio. Trash fees.
- o Pool noodles.
- o Bathroom exhaust fan. Entry door trim.
- o Leak stains on ceiling.

**VIII. ADJOURNMENT:**

- o Adjourned the General Meeting at 7:47 p.m.
- o The next scheduled general meeting will be on Thursday, November 21, 2024.

\* MSCM – Moved, seconded, carried by majority

BOARD MEMBER SIGNATURE \_\_\_\_\_(Terry Keller, President)

BOARD MEMBER SIGNATURE \_\_\_\_\_(Courtney Mountjoy-Reza, Secretary)

DATE AMENDMENT PPROVED BY THE BOARD \_\_\_\_\_