

**VINEYARDS OF SARATOGA HOMEOWNERS' ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**May 8, 2025**

**BOARD MEMBERS PRESENT**

Jim Foley	President
Michael Toback,	Vice President
Laurel Smith	Secretary
Pam Nomura	Treasurer
Tom Schmidt	Director (Absent)
Christian Felcyn	Director

**OTHERS PRESENT**

Chris Burns	Homeowner
Tony Fisher	Homeowner
Rita Agratchev	Homeowner
Katherine Weiss	Homeowner
Yan Chen	Homeowner
Rowan Hoose	Homeowner
Shawn Hoose	Guest of Rowan Hoose

**ITEM I - Call to Order**

President Jim Foley called to order the Board of Directors meeting at 7:03 PM.

**ITEMS II - Board Processes Observation Form**

**ITEMS III – Open Forum**

Rita Agratchev asked about swimming in the pool. She was told the pool has not been heated but it can be used for swimming. The Board is monitoring the weather and will turn on the heat once the temperature has a higher average temperature.

Rita Agratchev asked about deterring ducks from going into the pool. Jim Foley has an ultrasonic device he will be installing to try to keep the ducks away.

Tony Fisher asked about installing solar to heat the pool. Jim Foley stated the HOA had solar in the past and it had not worked well so it had been removed.

Tony Fisher asked about a meeting to go over the operation of the gate. The Board assured him there would be meetings.

Rowan Hoose asked about termites in his unit. He stated they are coming through the main beams in the unit and there is also water coming out through the holes. He asked to have the HOA treat the unit for termites.

Rowan Hoose asked about having drainage in front of his unit along the walkway fixed.

Yan Chen reported she is having an issue with ants in the area of her garage. She showed a picture of the exterior of her garage and there is dry rot. She was told the issue would be taken care of during a large wood repair project the Board is working on.

**ITEM IV– Review and Approval of the Minutes**

The Board reviewed minutes from the April 10, 2025, Board of Directors Meeting and April 10, 2025 Executive Session. Laurel Smith motioned to approve minutes for all the meetings as submitted. Michael Toback seconded the motion. The motion passed unanimously.

## **ITEM V - Committee Reports**

### **A. Financial Report**

Pam Nomura reported to the Board on behalf of the Subcommittee of the Board. The subcommittee has reviewed all the documents in accordance with California Civil Code 5500 for the month ending April 30, 2025. The 2024 – 2025 year end close financials were also reviewed. Michael Toback and Pam Nomura briefed the Board and members on the financials which are on budget. Jim Foley motioned to give Pam the authority to work on balancing the reserve funding percentage. Michael Toback seconded the motion, and it passed unanimously.

Delinquencies were discussed.

### **B. Security**

A proposal for a new camera system was reviewed. Laurel Smith motioned to approve the security camera proposal to replace the existing cameras. Michael Toback seconded, and the motion passed unanimously. There were follow-up questions about storage, retention, and which cameras are being installed where.

### **C. Maintenance**

Jim Foley went over a report he and Chris Burns had created on the roofs at the Vineyards and a plan that was provided by Xteria for replacing roofs that need it over the next three years including 2025. Laurel Smith motioned to give Jim Foley the authority to negotiate and approve a contract with Xteria for up to \$450,000. Pam Nomura seconded and the motion passed unanimously.

### **D. Landscaping**

Chris Burns presented a proposal for the summer and fall deep tree watering to the Board. Pam Nomura motioned to approve the proposal. Michael Toback seconded the motion, and it passed unanimously.

### **E. Newsletter**

Reminder to use only the left or right lane when turning out of the Vineyards. Reminder to maintain plants on patios. Ultrasonic duck deterrent being installed at the big pool. HOA is upgrading the security cameras. Roofing project coming to the Vineyards in 2025.

### **F. CC&R Committee**

Michael Toback reported the review of the first draft of the governing documents, along with comments, had been submitted to the attorneys for review and update the documents.

## **ITEM V – Association Manager’s Report**

A. Work orders were reviewed.

B. The calendar was reviewed.

C. Correspondences were reviewed.

## **ITEM VII – Other Business**

A. The Association Manager reported that three items needed to be noted in the minutes. First, the year-end close was included in the Board packet and was reviewed by the finance committee. Second, there are two proposals, one for a reserve study and one for the five-year sprinkler testing and certification, that are not on the agenda. A motion will be needed to add them to the agenda as a decision needs to be made on both proposals.

B. Laurel Smith motioned to add the reserve study and five-year sprinkler testing and certification proposals to the agenda. Jim Foley seconded and the motion passed unanimously.

C. Lighting upgrade: Michael Toback has the lights currently disconnected. He is going to have Homeworx reconnect it and test it.

D. The gate installation was discussed. Jim Foley reported the gate was finished. There is an issue with the space between on the walkway into the Vineyards where it will not accommodate a wheelchair. This was caused by the signal light which was installed on Vineyards property without the authority of the HOA. Jim Foley is going to have the landscaper’s concrete guy expand the walkway instead of dealing with the pole. A special Board meeting will be held when Jim Foley has returned from a trip to meet with the vendors and get a tutorial on the gate. At the meeting the hardware for the Board will be distributed at the meeting also.

- E. Water at the Vineyards—no new information
- F. Answering the Fannie Mae questionnaire and providing the SB 326 report to people refinancing or selling a unit was discussed. The Board agreed to have Jim Foley complete the standard Fannie Mae questionnaire and to provide the SB 326 report to lenders if requested.
- G. Solar panels – Nothing discussed.
- H. The reserve study proposal was discussed. Michael motioned to approve the proposal using option A, updated reserve study with an onsite inspection. Laurel seconded and the motion passed unanimously.
- I. The five-year sprinkler testing and certification was reviewed. Michael Toback motioned to approve the proposal. Christian Felcyn seconded and the motion passed unanimously.

#### **ITEM VII – Hearing**

The hearing for 19423 about damage to the common area was held. The homeowner, Yan Chen, was present. She admitted she had hit the pole and damaged the garbage enclosure. She would be happy to pay for everything except painting the pole she hit. She showed some pictures of the pole when it had been hit and after it was painted. The Association Manager stated the pole was straightened and the wood repairs had been completed. The Board informed the homeowner, they would discuss the matter in

#### **ITEM X – Adjournment**

Michael Toback motioned to adjourn the meeting at 9:04 PM. The motion was seconded and passed unanimously. The next meeting of the Board of Directors is June 12<sup>th</sup> 2025. The meeting will be held at the Vineyards clubhouse and via Zoom.

Respectfully submitted,

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Laurel G. Smith, Secretary