

Southshore Hills Property Owners' Association  
Board of Directors Meeting  
General Session Meeting Minutes  
August 3, 2022

**CALL TO ORDER:**

The General Session Meeting of Southshore Hills Property Owners' Association was held on August 3, 2022, via Zoom. Quorum was established, and the meeting was called to order by Judith Perez at 6:35 PM and again at 6:47 PM.

**DIRECTORS PRESENT:** Richard Hostin – President  
Jonathan Mason – Vice President  
Judith Perez – Secretary  
Kavoos Blourtchi – Treasurer

**DIRECTORS ABSENT:** Danny Lupold – Director at Large

**OTHERS PRESENT:** None

**PROPERTY MANAGEMENT PROFESSIONALS REPRESENTATIVES:**

Hannah Lupoli, Associate Community Asset Manager

**SECRETARY'S REPORT:**

A motion was made by Judith Perez and seconded by Kavoos Blourtchi to approve the General meeting minutes from July 6, 2022, without revision. Motion carried (M/S/C 4-0).

**MANAGEMENT REPORT:**

The Board of Directors reviewed and discussed the action item tracker.

Announcement of Executive Session Summary: No announcement provided.

Management provided an update regarding management fee increase. PMP Management is increasing management fees in congruent with the Consumer Price Index of 9.1% and should the Board consider quarterly or bi-monthly meetings the management fee increase will be at a reduced rate of 5%

**CC&R RESTATEMENT:**

As of today's date, the association has received 50 Ballots. A motion was made by Richard Hostin and seconded by Kavoos Blourtchi to extend the voting an additional 30 days towards the collection of more ballots. Motion carried. (M/S/C 4-0).

**TREASURER'S REPORT:**

Delinquency Report: No items to report. No action required.

Financial Summary: Kavoos Blourtchi reported no discrepancies for June 2022 financial summary.

Financial Statements: Kavoos Blourtchi reported no discrepancies for June 2022 financial statements. A motion was made Richard Hostin and seconded by Judith Perez to approve the June 2022 financial statements as presented Motion carried. (M/S/C 4-0).

Southshore Hills Property Owners' Association  
Board of Directors Meeting  
General Session Meeting Minutes  
August 3, 2022

**COMMITTEE REPORTS:**

Technology and Communications Committee: No report at this time.

Architectural Committee: The committee is currently processing 1 solar application otherwise no other reports at this time.

Landscape Committee: No report at this time.

**NEW / UNFINISHED BUSINESS:**

Landscape Maintenance Proposals: The board discussed and reviewed proposals from Gothic Landscape, Slade Industrial and Green Valley Landscape. A motion was made by Richard Hostin and seconded by Kavoos Blourtchi to keep the current landscape provide and table this until further notice. Motion carried. (M/S/C 4-0).

Newman CPA: A motion was made by Richard Hostin and seconded by Kavoos Blourtchi to approve the financial audit for December 31, 2021. Motion carried. (M/S/C 4-0).

CA Water Service: The Board discussed and reviewed the offer from the City of Thousand Oaks. Tabled.

Meeting Frequency: Previously discussed in manager's report.

**HOMEOWNER'S FORUM:**

No Homeowner's present

**ADJOURNMENT AND ANNOUNCEMENT OF THE NEXT BOARD MEETING:**

The General Session Meeting was adjourned to the Executive Session at 6:37 PM. With no further business before the Board of Directors, the General Session Meeting was adjourned for a second and final time at 7:17 PM. The next Board meeting is scheduled for September 7, 2022, via Zoom Meeting.

*Judith L. Perez*  
Judith L. Perez (Sep 14, 2022 14:51 PDT)

Board Member

Sep 14, 2022

Date







# Southshore Hills POA General Minutes for Signature

Final Audit Report

2022-09-14

Created:	2022-09-09
By:	Hannah Lupoli (hlupoli@pmpmanage.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAMZu8PfQwMYRFAAdMNoO45XclPIBI7bTA1

## "Southshore Hills POA General Minutes for Signature" History

-  Document created by Hannah Lupoli (hlupoli@pmpmanage.com)  
2022-09-09 - 8:33:50 PM GMT- IP address: 47.180.181.88
-  Document emailed to jperez@perezestatelaw.com for signature  
2022-09-09 - 8:34:30 PM GMT
-  Email viewed by jperez@perezestatelaw.com  
2022-09-09 - 10:19:57 PM GMT- IP address: 104.28.85.131
-  Signer jperez@perezestatelaw.com entered name at signing as Judith L Perez  
2022-09-14 - 9:51:03 PM GMT- IP address: 107.185.213.46
-  Document e-signed by Judith L Perez (jperez@perezestatelaw.com)  
Signature Date: 2022-09-14 - 9:51:04 PM GMT - Time Source: server- IP address: 107.185.213.46
-  Agreement completed.  
2022-09-14 - 9:51:04 PM GMT