

# MISSION PLAZA COMMUNITY ASSOCIATION

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**FEBRUARY 2008**

**NEWSLETTER**

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**MONTHLY BOARD MEETING** – The February 2008 Monthly Board Meeting is scheduled for Tuesday February 19, 2008 at 7:00 PM and will take place in the Club House. All Mission Plaza homeowners are invited and encouraged to attend. Coffee and cookies, provided by the board, will be available beginning at 6:30 PM. The agenda for the Meeting is:

- |    |                                |     |                       |
|----|--------------------------------|-----|-----------------------|
| 1. | Call to Order - Announcements  | 6.  | Homeowners Open Forum |
| 2. | Approval of Minutes            | 7.  | New Business          |
| 3. | Financial Report               | 8.  | Correspondence        |
| 4. | Management & Committee Reports | 9.  | Delinquencies         |
| 5. | Old Business                   | 10. | Adjournment           |

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**C C & R's** – The proposed new CC&R's were mailed to all homeowners along with ballots in October of 2007. To enact the new CC&R's, a 75% approval of the membership is required. As of the end of January, we have still only received about 50% of the membership's ballots so we can not even open the ballots for counting. If you have not completed and mailed your ballot we urge you to do so as soon as possible. Each additional mailing as well as the possibility of needing court approval is expensive to the association. If you have any questions or if you did not receive your "DRAFT" copy of the CC&R's, along with the ballot and instructions, please contact Howerton Management.

**INSURANCE** – Although the Association carries a master insurance policy, which is required by California law, covering association property and common areas, this policy does not cover the interior of any unit, personal property, or any part of the complex that is not considered common area. It is strongly recommended that every homeowner or tenant purchase homeowner's or renter's insurance which can provide coverage in the event of an incident. Please remember that if damage is done to a specific unit, or even the common area, and it is determined to have been caused by the actions of a resident, that the costs and damages will be the responsibility of the party causing the damage. The association policy does not cover the actions or omissions of individual homeowners or renters. Any reputable insurance agent can assist in obtaining the coverage which is typically quite reasonable in cost.

**EXCESS NOISE** – Living in a development like Mission Plaza has many advantages and benefits. However, we also need to remember that we share many common areas like walls, ceilings and floors. Units and doors are in close proximity to others making it impossible to completely eliminate noise from neighboring units. However, we are receiving an increase in the number of complaints from

residents about excess noise at various locations throughout the complex.

Please be considerate of your neighbors: Don't slam doors [especially at night], keep your TV's and stereo's volume at a reasonable level and reserve the yelling and screaming [again – especially at night] for someplace other than at Mission Plaza.

If you are experiencing a noise situation that you feel is excessive, please contact the Management Company during the day or contact the on site security officer during the evening hours.

**ADDITIONAL STORAGE SPACE** – We have identified several storage areas throughout the complex that are currently empty and not being used. Mission Plaza will be making these spaces available to homeowners who desire additional space at monthly rental rates that are competitive with off-site self storage sites. Additional information including the locations of these spaces, monthly rental rates, and procedures for renting them will be available at the February HOA meeting as well as the March newsletter.

**TERMITE ERADICATION** – Buildings 14, 15, 16, and 17 have been identified as needing termite and pest eradication. The board is currently working with a pest extermination company to determine the schedule for this work to be accomplished.

Unfortunately, these activities will require the 'tenting' of the affected buildings which will require the temporary evacuation of these buildings by the residents during the time of the maintenance and repairs. It is anticipated that each building will need to be evacuated for a minimum of 3 days and 2 nights during the process. Additional information will be forthcoming at the monthly HOA/Board meetings, future newsletters, and individual communications to the homeowners and residents.

**WATER SHUT-OFF** – Non emergency, elective, plumbing repairs and installations that require the water to your unit being shut off can be scheduled only on Wednesdays and Thursdays between the hours of 9:00 AM and 3:00 PM. All requests to have the water to your unit shut off must be made at least 48 hours in advance thru Howerton Management so that all affected homeowners can be notified.

The water supply system within Mission Plaza is such that each main water line serves several buildings. Thus, when water service needs to be disconnected in one unit it affects not only your entire building but several other buildings as well.

Even if you receive a notice that water will be shut off in your building, do not schedule any plumbing work that would normally require water shut off without notifying the management company.

**REPAIRS – MAINTENANCE – REMODELING** – When doing repairs, maintenance or remodeling of your units, it is important that you employ only licensed and bonded professional contractors to perform the work.

While working on your unit, any damage that may be caused to other homeowners units or to the common areas becomes the responsibility of the homeowner causing the damage. Using licensed and bonded craftsmen will help to protect you should something occur as they are required by the State of California to be bonded and to have insurance on file.

Contacting the Better Business Bureau is a good place to start in looking for a licensed and qualified contractor. Also, in future editions of this newsletter we plan to establish a list of licensed contractors who 1) will work in condominium complexes such as Mission Plaza [some will not] and 2) have received favorable feedback from homeowners who have used these vendors previously.

**RECYCLING** – Effective with February 11, 2008, Mission Plaza will be required by the City of San Diego to participate in a mandatory recycling program for the collection of plastic and glass bottles and jars, paper, newspaper, metal containers and cardboard. This program is not only a benefit to the environment but a potential revenue source for Mission Plaza as well.

Appropriate recycling containers and signage will be in place on or before Feb 11<sup>th</sup>. Please use these recycling containers or bins only for their intended purpose and do not dispose of regular household trash in these containers.

**BOAT and RV PARKING** – Boats and Recreational Vehicles are currently, according to the rules and regulations, not allowed to be parked on Mission Plaza property. The board of directors is exploring the possibility of allowing a restricted number of boats, RV's, or similar types of vehicles to be parked in a certain section of what is currently permit parking. The decision on whether or not to proceed with these plans will

ultimately be based on homeowner input and desire for this parking.

The plan is to make these parking spaces available to homeowners and residents at a monthly fee that is competitive and compatible with other off site parking facilities. The actual number of available spaces, location within the complex, and the monthly rates has not been determined yet.

Additional information will be available at the February HOA / Board meeting on the 19<sup>th</sup> along with the solicitation of input from the homeowners. If you are unable to attend the February meeting please make your thoughts and ideas known either by sending a communication to Howerton Management or leaving a message in the mail slot at the maintenance office.

**MISSION PLAZA FINANCES** – Mission Plaza ended 2007 with a deficit in excess of \$50,000.00 for the fiscal year. The primary cause of this shortfall was the non payment of monthly assessments. It is vitally important that your assessments be paid each month on a timely basis. The current budget for Mission Plaza is based on all dues being paid on a monthly basis. Even in a complex the size of Mission Plaza, the late payment or non payment of monthly assessments affects all the homeowners and the complex as a whole. Please make sure that your monthly assessments are paid in a timely manner each month.

The Board of Directors is currently reviewing the annual budget looking for ways to not only increase revenues as outlined in several other areas of this newsletter but to also decrease expense items in certain non-essential areas.

**CLUBHOUSE OPEN ON WEEKENDS** - The Mission Plaza Clubhouse will be open to homeowners and residents – on a trial basis – Friday and Saturday evenings from 6:00 PM to 10:00 PM during the month of February. Everyone is encouraged to come over and meet their neighbors, play some Billiards, Monopoly, Scrabble, Poker or whatever. The activities committee is looking for additional members with good ideas and will have sign up sheets available at the clubhouse those evenings.

Keep your eyes open as well for additional activities that are currently being planned for the future.....Texas-Hold-Em Night, Sunday morning coffee and doughnuts, Casino Night, Chili Cook Off, Bingo Night, Tennis Tournament, etc.

**PETS** – If you have a pet, please make sure that you are in compliance with the Mission Plaza Pet Regulations. If you do not have a copy of these regulations, they can be obtained from Howerton Management Company or on the website at [www.missionplaza.org](http://www.missionplaza.org). Please remember that unit owners and residents must also register all pets with the Association Management Office. Failure to register your pet or other violations of the pet policy will result in fines or other disciplinary action against the unit owner.

In addition to having a very low percentage of homeowners or residents who have registered their pets with the Association, we have received complaints concerning several areas of violations of the pet policies and regulations - including

- Dogs in excess of the 40 pound limit,
- Multiple pets in one unit [only one pet per unit is allowed],
- Dogs of a particular breed which are not allowed,

If you are in violation of any of the pet rules, regulations, or policies the homeowner is subject to fines as well as other disciplinary action that could result in legal action requiring the removal of the pet from the property.

A copy of the MISSION PLAZA PET CONSENT FORM is included on the last page of this newsletter for your convenience.

**SECURITY** – Secure Protective Services is our on site security service which provides patrol service throughout the complex during the evening hours. Security patrol is on site from 8:00 pm to 4:00 am Sunday thru Thursday and from 6:00 pm thru 6:00 am Fridays and Saturdays. If you need to contact security, the officer on duty can be reached at 619 – 886 – 7564. In the event of an emergency requiring medical attention or fire, please **DIAL 911**.

**REQUESTS and COMPLAINTS** – Send all requests and complaints to Howerton Management Services in written form. Sending this information in writing ensures that both parties have documentation to show at a later date should it become necessary. Howerton Management is located at:

7250 Clairemont Mesa Blvd.  
San Diego, CA 92111  
858 – 569 – 1793 Phone  
858 – 569 – 2005 Fax  
[www.howertonmgt.com](http://www.howertonmgt.com) website

Please do not contact individual board members with these requests or complaints. They must be sent to Howerton Management for handling and consideration.

**ON SITE PERSONNEL** – Remember that all on site personnel [maintenance, housekeeping, landscaping, etc.] are given their work orders and daily instructions from Howerton Management. These people are not allowed to do individual tasks in homeowners units without instruction from the Management Company. Please do not request them to perform any work in your individual units or specific functions in the common areas. This applies to the permanent regularly scheduled on site personnel as well as contracted personnel such as plumbers, roofing contractors, etc.

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### **MISSION PLAZA COMMUNITY ASSOCIATION – MANAGEMENT AND PERSONNEL**

**BOARD OF DIRECTORS:**

Jim Bachelor	Director at Large
Mike Donovan	Director at Large
Judy Gibb	Secretary - Treasurer
Darrell Hitzemann	President
Jamie Hornsby	Vice President

**ON SITE LIASION**

Bernard Boatwright

**HOWERTON MANAGEMENT:**

Brad Maroney 858 – 569 – 1793 [Phone]  
858 – 569 – 2005 [Fax]  
[www.howertonmgt.com](http://www.howertonmgt.com)

**SECURE PROTECTIVE SERVICES:**

619 – 886 – 7564

**WEBSITE:**

[www.missionplaza.org](http://www.missionplaza.org)

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### **FEBRUARY - 2008 EVENTS CALENDAR**

**Friday February 8, 2008**  
**Saturday February 9, 2008**  
**Friday February 15, 2008**  
**Saturday February 16, 2008**  
**Tuesday February 19, 2008**  
**Friday February 22, 2008**  
**Saturday February 23, 2008**

CLUBHOUSE OPEN = 6:00 PM to 10:00 PM  
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MONTHLY HOA / BOARD MEETING = 7:00 PM  
CLUBHOUSE OPEN = 6:00 PM to 10:00 PM  
CLUBHOUSE OPEN = 6:00 PM to 10:00 PM

# MISSION PLAZA PET CONSENT FORM

(To be submitted by the condominium owner)  
(Please forward to Howerton Management when completed)

I, \_\_\_\_\_, owner of Unit # \_\_\_\_\_  
in building # \_\_\_\_\_ request permission for me / for my tenant (circle one) to harbor one (1) pet at  
Mission Plaza Condominiums in accordance with the Rules and Regulations set forth by the Mission  
Plaza Board of Directors. I have received a copy of the Rules and Regulations, have read and understand  
all portions of the Rules and Regulations, and will abide by the Rules and Regulations at all times.

I also understand said pet must weigh 40 pounds or less and upon request by the Board of Directors, a  
homeowner must provide proof of weight within 5 working business days.

I also understand that a photograph approved by the Property Manager must be kept on file with this  
signed form and copies of all inoculation, license and registration forms for the pet.

Following is a description of my / my tenant's pet:

Breed - \_\_\_\_\_

Color - \_\_\_\_\_

Projected Maximum Weight - \_\_\_\_\_ Pounds

I agree to the terms provided in this form and understand that the Rules and Regulations of Mission Plaza  
grant the Board of Directors power to revoke my / my tenant's permission to harbor a pet and assess fines  
should there be violations of the agreements contained herein or with the Rules and Regulations.

\_\_\_\_\_  
(Signature) Date: \_\_\_\_/\_\_\_\_/\_\_\_\_