

# MISSION PLAZA COMMUNITY ASSOCIATION

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**MARCH 2008**

**NEWSLETTER**

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**MONTHLY BOARD MEETING** – The March 2008 Monthly Board Meeting is scheduled for Tuesday March 18, 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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**SPECIAL HOA / BOARD MEETING** – The Board of Directors has called a SPECIAL meeting on March 4, 2008 at 6:00 PM in the Mission Plaza Clubhouse. The purpose of this meeting is to discuss pet issues and roof issues only. All homeowners are welcome and invited to attend this meeting however no 'open forum' has been scheduled for this meeting. Please note that the ONLY issues open for discussion by the board at this meeting will involve pets and roofs. Any other issues can be discussed at the regular monthly meeting on March 18<sup>th</sup>.

**TERMITE ERADICATION** – R-Solution Termite & Construction Inc. has been contracted by Mission Plaza for the termite eradication of buildings 14, 15, 16, and 17. Each of these buildings will require 'tenting' to eliminate the termites and other pests in the buildings. The buildings will need to be vacated for 3 days and 2 nights to accomplish this. The schedule that has been established for this project is:

- Building 16 = April 7 thru April 9
- Building 14 = April 8 thru April 10
- Building 15 = April 9 thru April 11
- Building 17 = April 10 thru April 12

Official Notification of the tenting, scheduling, and detailed instructions will be provided to each of the affected residents not less than 15 days prior to the beginning of the project.

Under California State law, the Homeowners Association is not responsible for the cost of off site housing during the time that the residents must vacate their units for this process. However, the Board of Directors is working with several area hotels to obtain lodging during this period at a special rate. More information on the hotels and the rates that they have guaranteed us will be available as we approach the dates of the project.

**RECYCLING** – In February, Mission Plaza became subject to a mandatory San Diego recycling ordinance

requiring us to have a recycling program for cans, bottles, and paper in place. You have started to see some recycling bins placed throughout the complex [there will be additional ones in the future] for this purpose. It is the goal of Mission Plaza to 1) reduce the cost of our trash pickup, and 2) receive CRV revenues for the cans and bottles that are recycled. Please use these resources as it is good for both the environment as well as for Mission Plaza. Use these containers only for the intended use as the materials need to be sorted by hand prior to being delivered to the recycling company.

**ON SITE LIASION** – Bernard Boatwright was hired by Mission Plaza in late 2007 to act as liaison between the homeowners and residents and the Board of Directors and Management Company.

Bernard's primary responsibilities include coordinating vendor and contractor scheduling for common areas with Management Company, supervising maintenance technician, to schedule and supervise temporary labor as required and to assist the Management Company in obtaining bids for capital improvements and major projects.

Bernard's on site hours are: SUNDAY = 2:00 pm to 5:00 pm, TUESDAY = 4:00 pm to 6:00 pm, and SATURDAY 7:00 am to 3:00 pm. On Tuesdays, Bernard represents Howerton Management at the clubhouse from 4pm to 6pm. Other days Bernard is available by phone as may be required.

**WELCOME** – Please join the Board of Directors in welcoming Leonardo [Leo] Valenzuela to the Mission Plaza team as our maintenance technician. Leo brings with him extensive experience in general maintenance as well as experience in apartment and multi-housing maintenance and repair. Leo reports to Howerton Management for his day to day work orders and will be on site from Monday thru Friday.

**PET REGISTRATION** – If you are a pet owner and are harboring a pet in your unit that is in general compliance with the Mission Plaza pet policies, rules and regulations but has not been registered with the association office you are in violation of the pet policy. Although the current pet policy has been in effect for nearly a year, less than a dozen homeowners / residents have registered their pets.

Beginning in April, Mission Plaza plans to begin issuing fines to homeowners where pets have been observed that have not been registered with the association as well as other pet violations. This will be discussed and acted on at

the special meeting on March 4<sup>th</sup>. A copy of the pet regulations as well as the pet registration form can be found on the mission plaza website or obtained from Howerton Management.

**CLUBHOUSE FUN NIGHTS** – The weekend ‘Fun Nights’ at the Clubhouse have been discontinued due to a less than hoped for response to the program. Although the Friday and Saturday ‘Open Clubhouse’ nights have been dropped, additional activities are in the planning stages and will be announced in upcoming editions of the newsletter.

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### **MONTHLY REMINDERS**

**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**.

**WATER SHUT OFF** – Elective, non emergency work and maintenance that is being done in your unit that requires the water to be shut off should be scheduled only on Wednesdays and Thursdays between the hours of 9:00 am and 3:00 pm. These are the days and times that have been reserved for water interruption. Also, remember to notify Howerton Management not less than 48 hours prior to the work being done so that shut off notices can be distributed to all affected homeowners and residents.

**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.

**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:

Howerton Management Services  
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.

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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)