

# MISSION PLAZA COMMUNITY ASSOCIATION

MAY 2008

NEWSLETTER

**MONTHLY BOARD MEETING** – The May 2008 Monthly Board Meeting is scheduled for Tuesday May 20, 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:

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|-----------------------------------|-------------------------|
| 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         |

**TRASH RECEPTABLES AND RECYCLING** – Please use the trash bins located throughout the complex for your normal and regular trash and waste. The small containers located at the mail box areas and barbeque areas should be used for small items only. Also, please put your trash in the containers and refrain from just throwing it over the fence. Dumping your trash on the ground is unsightly, unsanitary and tends to attract animals that live in the surrounding area.

Thanks to those Mission Plaza residents who are actively participating in our recycling program. We are seeing an increased use of those containers designed for recyclables and seeing people separate their glass and aluminum in those areas where the bins have not been placed yet. Our next step is to work towards Mission Plaza receiving the revenue on these items. Keep up the good work.

**POOLS and SPAS** – The pools and spas at Mission Plaza are an amenity that we all enjoy - especially now that the warm weather has arrived. Please observe the rules and regulations posted at each of the pool areas, especially [but not necessarily limited to]:

- No Glass products inside the pool areas at any time,
- Keep gates closed at all times,
- No Smoking,
- No playing with the safety/lifesaving equipment,
- Proper swimwear is required at all times

Remember that there is no life guard on duty at any of the pools and please observe the posted hours that the pools are open.

**CLUBHOUSE RENTAL** – Don't forget that the Mission Plaza Clubhouse is available for rent for your parties and private functions. The clubhouse can easily handle groups of up to 100 people and has a billiard table, kitchen, and rest rooms [however; the use of the swimming pools, BBQ areas, Gym, etc are not included]. There is a modest cost for homeowners or Mission Plaza residents for the rental

of the clubhouse [\$65.00 for daytime events and \$100.00 for events from 5:00 PM to Midnight] plus a \$150.00 refundable cleaning deposit. Information or reservations can be made by contacting Howerton Management Company.

**CC&R'S** – We are again asking for all Mission Plaza homeowners who have not returned their ballots for the revised CC&R's to do so as soon as possible. At this time, we have not yet received even 50% of the ballots back so they can not even be opened for counting. 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. 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.

**JUNIPER TRIMMING** – Board member Mike Donovan is looking for volunteers to assist in trimming some of the Juniper trees on the property on Saturday May 24<sup>th</sup> at 8:00 AM. This type of work is not covered in our standard agreement with the landscaping crew and in an effort to save money Mike has agreed to take on this project. Bring a pair of gloves and meet in front of the clubhouse on Saturday morning. Refreshments will be provided by Mission Plaza.

**LAUNDRY ROOMS** – Please be considerate and respectful of your neighbors and fellow homeowners when using the laundry rooms. We have received reports, and have observed, people leaving their laundry in the machines for hours and sometimes even days before retrieving it. Please remove your items from the machines as soon as possible after the wash or dry cycle is complete. Although the laundry facilities at Mission Plaza are felt to be adequate, they do get busy – especially on the

weekends. If you encounter a machine that is inoperative, please fill out an 'Out of Service' tag and place it on the machine.

**ASSESSMENTS and LATE FEES** – Make sure that your monthly assessments are mailed so that your check arrives at Associated Professional Services on or before the 15<sup>th</sup> of the month. Avoid being charged a "late fee" by paying your monthly dues on time. You can also use the mail slot located at the maintenance office at the clubhouse to drop off your payment but if you use this option, make

sure that it is submitted by the 12<sup>th</sup> of the month. Payments made at the clubhouse mail slot are collected and delivered to APS on the 13<sup>th</sup> or the month.

Please keep your monthly assessments current and paid on a monthly basis. The budget for necessary expenses to run Mission Plaza on a day by day basis is very tight and expenses such as utilities, trash pickup, etc. continue to increase. Non payment of monthly dues could force Mission Plaza to curtail or eliminate some of the non-essential benefits that we all enjoy.

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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 9-1-1**.

**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.

**PARKING LOT and CARPORT SWEEPING** – Carport and parking lot sweeping is done on the 3<sup>rd</sup> Wednesday of each month. The time of the day that this is done varies somewhat from month to month so remember to make sure that the windows and doors to your parked vehicles are tightly closed or your vehicle moved from Mission Plaza property while this is done.

**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)