



**P R I M E**  
ASSOCIATION SERVICES

**NORTHPARK COMMUNITY OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**May 12, 2025**  
**EXECUTIVE SESSION NOTICE AND AGENDA**

**Date:** Monday, May 12, 2025

**Time:** 4:30 p.m.

**Physical Location of Meeting:** 3281 East Guasti Road, Suite 200, Ontario, California 91761

**Virtual Location of Meeting:** [www.zoom.us](http://www.zoom.us)

**NOTICE TO MEMBERS:** Executive session meetings of the Board of Directors are provided by statute so Boards can address confidential matters. Because they are confidential, Members do not have a right to attend the meetings or to review executive session minutes. In accordance with Civil Code §4935, discussion in executive session is limited to the following items: (1) legal matters and potential litigation; (2) matters relating to the formation of contracts with third parties; (3) Member discipline; (4) personnel matters; (5) Member delinquency, including payment plans and the decision to initiate foreclosure; (6) meeting with a Member upon the Member's request relating to compliance or delinquency matters; (7) approval of prior executive session meeting minutes. *This notice has been sent to you per Civil Code requirements of notifying membership of meetings not as an invitation to attend this meeting.*

**AGENDA**

- I. Call to Order:** 4:30 p.m.
- II. Roll Call**
- III. Approval of Prior Meeting Minutes**
  - A. February 24, 2025
- IV. Compliance Matters**
  - A. Violation History Report
  - B. Violation and Fine Procedure (*Included for Board Reference*)
- V. Delinquency Matters**
  - A. Assessment Collection Policy (*Included for Board Reference*)
  - B. Homeowner Aging Report
  - C. Collection Escalation Options for Delinquent Accounts
    - 1. Account No. 14700054578
    - 2. Account No. 14700054909
    - 3. Account No. 14700052295
    - 4. Account No. 14700047889
    - 5. Account No. 14700051239
- VI. Adjourn to Regular Session**



**P R I M E**  
ASSOCIATION SERVICES

**NORTHPARK COMMUNITY OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
MAY 12, 2025  
REGULAR SESSION NOTICE AND AGENDA**

**Date:** Monday, May 12, 2025

**Time:** 5:00 p.m.

**Physical Location of Meeting:** 3281 East Guasti Road, Suite 200, Ontario, California 91761

**Virtual Location of Meeting:** [www.zoom.us](http://www.zoom.us)

**Call-in Phone Number:** (408) 638-0968 or (669) 444-9171

**Meeting ID:** 885 0860 7595

**Passcode:** 796751

**NOTICE TO MEMBERS:** The board meeting is a meeting of the Directors of the Association. Only Members, homeowners on title, may attend and observe any meeting but are not entitled to participate in any discussion or deliberation of the Board unless invited by the Board to do so and may not vote on action(s) considered or taken by the Board. This meeting is being conducted as a hybrid meeting with both in-person and virtual options available. Due to the virtual option available, in accordance with Civil Code §4926(a)(3), any vote of the Directors shall be conducted by a roll call so that participants can hear the vote of each Director relative to each issue.

Recording of a meeting is strictly prohibited. Neither the Board nor Management consents to the recording of any portion of any board meeting. Unauthorized recording is classified as a major violation of the rules.

**AGENDA**

- I. Call to Order:** 5:00 p.m.
- II. Roll Call**
- III. Open Forum:** *In compliance with Civil Code §5000(b), Members will be given an opportunity to address the Board at each open meeting and to raise questions, comments, issues, and/or concerns of general relevance and interest to the community, which is commonly referred to as "Open Forum." At the meeting, Members should document questions, comments, issues, and/or concerns by completing the Request to Address the Board Form provided. This will assist the Board in tracking and following up on questions, comments, issues, and concerns.*
- IV. Executive Session Disclosure** (*Refer to the Executive Session Agenda included, for items planned to be discussed*)
- V. Approval of Prior Meeting Minutes**
  - A.** February 24, 2025
- VI. Financial Matters**
  - A.** Acceptance of Unaudited Financial Statements
    - 1.** February 28, 2025
      - i.** Operating Account Balance:
      - ii.** Reserve Account Balance:
      - iii.** Due To/From:
    - 2.** March 31, 2025
      - i.** Operating Account Balance:
      - ii.** Reserve Account Balance:
      - iii.** Due To/From:
    - 3.** April 30, 2025
      - i.** Operating Account Balance:
      - ii.** Reserve Account Balance:
      - iii.** Due To/From:

**VII. Reports**

- A. Landscape Report
- B. Pest Control

**VIII. New Business**

- A. Landscape Proposals
  - 1. Gothic Landscape/Planting Improvement
  - 2. Authorization for Management to File Liens on Delinquent Accounts (*Refer to Exec.*)

| <i>Item</i> | <i>Account No.</i> | <i>Delinquent Amount</i> | <i>Notes / Last Posted Payment</i> | <i>Management Recommendation</i> |
|-------------|--------------------|--------------------------|------------------------------------|----------------------------------|
| 1.          | 14700054578        | \$3,357.64               | \$109.00 on 02/28/2025             | Authorize to Pre Lien            |
| 2.          | 14700054909        | \$2,890.60               | \$99.44 on 01/28/2025              | Authorize to Pre Lien            |
| 3.          | 14700052295        | \$1,327.85               | \$350.00 on 02/24/2025             | Authorize to Pre Lien            |
| 4.          | 14700047889        | \$546.14                 | \$229.09 on 12/12/2024             | Authorize to Pre Lien            |
| 5.          | 14700051239        | \$546.14                 | \$2,543.60 on 12/30/2024           | Authorize to Pre Lien            |

**IX. Board Informational Items (*No Action*)**

- A. 2025 Annual Association Calendar
- B. Site Map

**X. Next Board Meeting Date:** Monday, August 11, 2025

**XI. Adjournment**