



## Election Results

The following is a statement from the inspector of elections:

I, Lisa Davis-Schwartz, the duly appointed Inspector or Election at the Annual Meeting of the Westlake Villas Community Association, a California, nonprofit, Mutual-Benefit Corporation, held on November 10, 2014, do hereby reports as follows:

- The number of members in good standing entitled to vote on matters reports below at the Annual Meeting was 279.
- In accordance with the Bylaws, I determined that a quorum of 25% of the voting power was reached.
- I reviewed the registration and all ballots received.
- 17 proxies were received.
- I determined the authenticity, validity and effect of each of the proxies.
- I received 73 valid, signed ballot return envelopes.
- An additional two (2) ballot return envelopes were received unsigned and were therefore invalid.
- I determined the authenticity, validity and effect of each of the ballots.
- I determined all challenges and ques-

tions in anyway arising in connection with the right vote.

- The two (2) candidates receiving the highest number of votes will serve for a two (2) year term until the 2016 Annual meeting. I counted and tabulated the votes as follows:

Candidates	Votes
David Bonk	54
Catherine Conidaris	49
Sean Gorban	36

DIRECTORS ELECTED	TERM
David Bonk	2016
Catherine Conidaris	2016

I hereby Certify and declare that I have conducted the election/vote with fairness to all Members; I have performed my duties impartially, in good faith, to the best of my abilities and as expeditiously as possible, and that the count of the ballots and the information contained in the report and certificate is accurate in all respects to the best of my knowledge.

-Lisa Davis-Schwartz, Inspector of Election

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### Did you know?

The Westlake Villas Clubhouse can be rented for an entire day for only \$30.00! Requirements to rent are a \$500.00 deposit and proof of liability insurance, covering a one day event.

One Day Event Policies are easily obtained online at [www.theeventhelper.com](http://www.theeventhelper.com) or through your Homeowner's Policy.

# Increase Reminder

# Payment Options

As stated in the recently distributed 2015 Budget disclosure package, an assessment increase of .083% is necessary to meet the association's financial needs this fiscal year. **Please note that effective 01/01/2015, your new monthly assessment is \$242.00 per month.**

Homeowners who have set up re-occurring payments through PayLease are reminded to contact a PayLease Customer Service Representative at (866) 729-5327 or by Email at [support@paylease.com](mailto:support@paylease.com) to adjust the payment amount to reflect the new monthly assessment to avoid accruing interest or late fee charges on the unpaid balance.

Homeowners that are set up on FirstService's ACH bill pay will not need to make any changes, the new assessment amount will be deducted from the account automatically. Homeowners who have set up re-occurring payments through their personal bank are reminded to adjust the payment amount to reflect the new monthly assessment to avoid accruing interest or late fee charges on the unpaid balance.

A copy of the 2015 Budget Package may also be obtained online at <http://california.fsrconnect.com/westlakevillas>

Tired of signing checks? Busy schedule? FirstService Residential provides a safe and easy way to pay your monthly assessment automatically at no extra cost.

Your association is pleased to offer you the opportunity to pay your monthly association fees electronically. This electronic system uses the Federal Reserve System's Automated Clearing House (ACH) to facilitate your monthly payment and ensures that your association fees are paid on time.

If you would like to take advantage of this program, please call and leave your contact information on our toll free voicemail number at **1.800.428.5588 Extension 412** in order to request an application.

## PLEASE NOTE:

**It takes about four (4) weeks for the application to be processed once it has been received.**

**Please continue to send us your monthly assessment until you receive written confirmation that your automated payment plan has been accepted.**

# Briefly.....

## 2015 Meeting Schedule:

All open session meetings start at 6:00 pm in the Clubhouse. All homeowners are welcome and are encouraged to attend.

Tuesday, January 27<sup>th</sup>

Tuesday, March 31<sup>st</sup>

Tuesday, May 26<sup>th</sup>

Tuesday, July 28<sup>th</sup>

Tuesday, September 29<sup>th</sup>

Tuesday, November 10<sup>th</sup> (Annual Meeting)

## Littering:

Residents, landscapers and Management strive to give Westlake Villas a desirable appearance. If you notice anyone littering in the common area and are able to provide detailed information regarding the persons, please report it to Management.

## Parking Permits:.

The burgundy 2014 permit will be usable in 2015 until further notice. Notice will be provided to owners and tenants when the passes are due to be replaced.

## Don't forget!

-Trash cans are to be brought back inside your homes no later than Tuesday afternoon.

-December has come and gone. Please remember to remove any holiday decorations from the exterior of your unit.

-If work needs to be done on the exterior of your unit, always check with Management first that the work is approved. You can also obtain a list of Owner and Association Maintenance Responsibilities by emailing Management.

-Homeowners are responsible for paying their Water Watch bills. Even if you are renting or leasing out your unit, you are still responsible to pay the bill, not your tenant.

# 10 Reasons For Homeowners To Volunteer

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If you are an owner looking for a way to get involved with your community, serving on the Board of Directors or on a Committee is a great way to do it! The Annual Meeting for Westlake Villas has already passed but the Opportunity for Committees to be formed is year-round. Keep an eye out for announcements for the 2015 Election later this year. If you're interested, please contact Management.

**The following are some of the many reasons to Volunteer.**

**Protect your self-interests.** Protect your property values and maintain the quality of life in your community.

**Correct a problem.** Have you noticed increased speeding throughout the community, or would you like to see improvements within the common area?

**Be sociable.** Meet your neighbors, make friends and exchange opinions.

**Give back.** Repay a little of what has been done for you.

**Advance your career.** Build your personal resume by including your community volunteer service.

**Have some fun.** Association work is not drudgery. It is fun accomplishing good things with your neighbors.

**Get educated.** Learn how it is done—we will train you.

**Express yourself.** Help with creative projects like community beautification.

**Earn recognition.** If you would like a little attention or validation, your contributions will be recognized and celebrated.

**Try some altruism.** Improve society by helping others.

## Your Associations Community Manager

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The Community Manager for your homeowner's association is Sierra Campbell with FirstService Residential. Community Managers are charged with the responsibility of administering the day-to-day functions of the association. As you are aware, your Board of Directors makes the business decisions and sets the policy of the association. It is the Community Manager's responsibility to execute these decisions.

- Following are some of the specific responsibilities of your Community Manager:
- Conduct walkthroughs with the association's subcontractors
- Pay the bills of the association
- Obtain proposals and make recommendations to the Board of Directors
- Inform the Board of civil code requirements
- Assist the Board with the enforcement of the association's rules and legal documents

Your Community Manager may be contacted at 916.928.9900 or at [Sierra.Campbell@fsrsidential.com](mailto:Sierra.Campbell@fsrsidential.com)

**\*Please remember that if you are a resident renting or leasing, your first point of contact should always be your Property Management Company or Landlord.**

## Community Responsibility

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"Cars are parked at the fire curb." "Kids are running about, riding their bikes through the landscaping." "My neighbor's dog runs freely throughout the community during the day and barks every night." "The parties at the pool are loud, take over the pool area and I am not comfortable using the pool when a private party is there".

Your Board of Directors and Management receives letters like these each month from homeowners and residents concerned about their community. Often, however, the letters do not specify the address of the owner causing the problem.

To assist the Board when reporting a violation, it is necessary to provide the address of the homeowner in violation, the

type of violation and approximate number of times the violation has been observed and the dates/times the violations occurred. It is particularly important to provide as much detail as possible as to the nature of the violation.

It benefits all members of the association when everyone takes responsibility for protecting the quality of life in the community. Please take a moment to read your association's Rules and Regulations and abide by them.

\*Remember Homeowners, you should always provide copies of the CC&R's and Rules and Regulations to your tenants. You will be contacted by Management in the event a tenant fails to abide by the community rules.

# January 2015

*Sun. Mon. Tues. Wed. Thu. Fri. Sat.*

				1	2	3
4	5 <i>Trash only collection</i>	6	7	8	9 <i>Christmas Tree Removal</i>	10
11	12 <i>Trash &amp; Recycling collection</i>	13	14	15 <i>Monthly Assessments Due</i>	16 <i>Christmas Tree Removal</i>	17
18	19 <i>Trash only collection</i>	20	21	22	23	24
25	26 <i>Trash &amp; Recycling collection</i>	27 <i>Board Of Directors Open Session Meeting 6pm</i>	28	29	30	31



**Westlake Villas Clubhouse**

4800 Westlake Parkway  
Sacramento, CA 95835

**Phone:** 916.928.9900

**Fax:** 916.928.9937

**Winter Office Hours:**

Monday, Wednesday, Friday  
9:00 AM to 5:00 PM

Tuesdays & Thursdays  
Management is Working Off-Site

**\*Please remember that if you are a resident renting or leasing, your first point of contact should always be your Property Management Company or Landlord.**

# 5 Safety Tips to Prevent Car Break-Ins

Here are some handy tips to follow to ensure your valuables and gifts are protected from thieves.

**Conceal All Your Valuables**

Don't leave any "bait" out in plain sight for thieves; stow your valuables, electronics and accessories out of sight or bring them with you. Hide power plugs, iPod adapters and navigation mounts. In well over 90% of the time when thefts from vehicles occurred, something of value was left in plain sights

**Stash Before, Not After You Park**

Get in the habit of putting shopping bags and other valuables in your trunk right when you return to the vehicle, rather than after you park. Experienced thieves often stake out parking lots to watch for people putting items in their trunk.

**Lock Your Doors**

Close to 25% of thefts from vehicles nationally are from unlocked cars. Get into the habit of double checking locks.

**Park for Visibility/Check Your Surroundings**

Park in busy areas and avoid concealment from larger vehicles, fences or foliage. Always be alert and aware of your surroundings. Take a few seconds to look around. Is there a person sitting in a truck parked a few cars away? Does the area feel safe?

**Most Stolen Items**

GPS units and electronics items are the most common items stolen in car break-ins. Handbags, purses, wallets, gym bags, briefcases, backpacks, even empty bags or boxes and any other visible items are next on the thieves list.

## Management Staff:

*Sierra Campbell, Community Manager, [sierra.campbell@fsresidential.com](mailto:sierra.campbell@fsresidential.com)*

*Donna Walter, Assistant Community Manager; [donna.walters@fsresidential.com](mailto:donna.walters@fsresidential.com)*

*FirstService Residential Customer Care Center: 1-800-428-5588*

*FirstService Toll Free 24 Hour Emergency Hotline: 1-866-596-4984*

*Pay Lease (Auto pay assessments): 1-866-729-5327 or [support@paylease.com](mailto:support@paylease.com)*

## Other Important Contacts:

*Paladin Private Patrol: 916-331-3175*

*Davis Tow: 916-214-2000*

*Westlake Villas Insurance: Russo Insurance, Rick Russo, 1-800-281-7873*

## Board of Directors:

*David Bonk, Board President*

*Catherine Conidaris, Vice President*

*Stephanie Bamberger, Treasurer*

*Cheryl Lamun, Secretary*

*Karen Sims, Member at Large*