**NOTICE OF MEETING**

The General Session meeting of the Harbour Vista Homeowners Association Board of Directors was held on Thursday, October 24, 2019 at the Cabana Clubhouse, located at 4832 Cabana Dr, Huntington Beach, CA 92649. The agenda was posted in the common area at least 4 days prior to the meeting in accordance with Civil Code.

**PRESENT**

**Directors Present:** Mary Williams, President

 Mike Peduzzi, Vice President

 Pier Santillo, Secretary

 Candice Schultz, Treasurer

 Brenda Richardson, Member at Large

**Directors Absent:** None

**Representing Powerstone:** Brittany Harmon, CMCA®, AMS®, Senior Community Manager

**Others Present:** One homeowner

**CALL TO ORDER**

The General Session meeting was called to order at 6:30PM by Board President, Mary Williams.

**EXECUTIVE SESSION DISCLOSURE**

It was noted that the Board did not meet in Executive Session prior to theGeneral Session Meeting on Thursday, October 24, 2019.

**CONSENT CALENDAR**

Consent Calendar

A motion was made, seconded and unanimously carried to approve the consent calendar consisting of the following items:

* Approval of the 9/26/19 General Session minutes;
* Ratify the following proposals, in accordance with Civil Code 5502, and to approve any transfer of funds associated with the disposition of the contracts;

|  |  |  |  |
| --- | --- | --- | --- |
| Spectrum | 4831 Lago #103 | Remediation from a plumbing leak caused by irrigation | $2,956.88 |
| Spectrum | 4861 Lago #204 | Repair of failing deck | $1,842 |
| James LeCourt Plumbing  | 4831 Lago #103 | Evaluation and repair of exposed pipes in wall that have clear mold on them to determine if leak exists.  | $1,250 |

* To deny payment of the following proposal:

|  |  |  |  |
| --- | --- | --- | --- |
| Spectrum | 4831 Lago #103 | Inspection to begin mold remediation from above leak | $1,488 |

**TREASURER’S REPORT**

September 2019 Financial Statement

A motion was made, seconded and unanimously carried to accept the financials as presented subject to an audit, and to ratify the review by the individual board members and all transfers of funds made in this period and reflected in the financial statement.

2020 FYE Draft Budget

The Board reviewed a FYE 2020 draft budget prepared by the Board during a duly noticed meeting held on October 23, 2019. It was noted that the original draft budget that management presented recommending an increase in assessments and a special assessment was not considered. A motion was made, seconded and unanimously carried to approve the budget as presented, reflecting no increase in assessments. In addition, upon motion duly made and seconded the Board confirms its policy that with the approval of the budget, it authorizes the transfers of the approved expenses including but not limited to utilities, insurance payments, monthly reserve transfers and approved contracts that may be in excess of $10,000 or 5% of the total reserves and operating funds, whichever is lower.

**COMMITTEE REPORTS**

Architectural Committee

Michael Barto, Committee Chair, provided a report on the following items:

-A tenant from 16542 Blackbeard #305 contacted him to request adding a camera to the roof rafters outside his front door. A motion was made, seconded and unanimously carried to approve the request as presented. Management was directed to obtain a completed architectural application from the owner of the unit.

Parking Committee

Brenda Richardson, Committee Chair, discussed concerns regarding ongoing parking violations. No action was taken.

Landscape Committee

The Committee discussed the following items:

-A proposal from SA Landscape to clean out the boiler enclosures, add weed barrier fabric and pea gravel for a total for $1,650.

-SA Landscape invoice totaling $550 for installation of river rock at the monument signs

-Reimbursement to Committee Member Candice Schultz for the purchasing of a hose for a total cost of $29.99.

A motion was made, seconded and unanimously carried to approve the above items as presented.

Public Safety Committee

Michael Barto, Committee member, presented the Board with the following item:

-Update of “dog dispenser” bag holders he installed in various locations throughout the community. A motion was made, seconded and unanimously carried to authorize the committee with a budget of $200 for the purchase of the materials to install the dispensers.

Rules and Regulations Committee

Due to the recent passing of SB 323, a motion was made, seconded and unanimously carried to authorize the attorney to prepare revised election rules to comply with the law, for review by the board at their next meeting for a cost not to exceed $600.

Appointment of New Committee Members

No action was taken.

**UNFINISHED BUSINESS**

Action Duct Dryer Vent Cleaning Proposal

The Board reviewed two proposal options to complete dryer vent cleaning for either the entire community, or the first-floor units only. The Board tabled the proposal until their next board meeting.

Gutter Cleaning Proposals

The Board tabled the item until Show and Tell is able to provide their proposal.

**NEW BUSINESS**

Antis Roofing Roof Repair Proposal – 4852 Cabana #106

The Board reviewed a proposal to relocate/re-route two downspouts to outside drains. After discussion, a motion was made, seconded and unanimously carried to approve the proposal for a total cost of $1,218, to be paid from the Operating G/L #5877 and in accordance with Civil Code 5502, approve any transfer of funds associated with the disposition of the contract.

2019 Audit and Tax Proposal

The Board reviewed a proposal from Inouye, Shively and Klatt to prepare the taxes and audit for the Association’s FYE 2019. A motion was made, seconded and unanimously carried to approve the proposal totaling $1,025 to be paid from Operating G/L #5045, and in accordance with Civil Code 5502, approve any transfer of funds associated with the disposition of the contract.

Termite Proposals

The Board reviewed two additional proposals for a new termite vendor for the community. A motion was made, seconded and unanimously carried to deny the proposals, and to continue with The Bugman.

Homeowner Request – 16521 Grunion #207

The Board reviewed a request from Terri Piper-Johnson to clean and repair areas of the Grunion pool and clean the elevators. After discussion, the Board directed management to request proposals to replace the elevator floors.

Homeowner Request – 16512 Blackbeard #106

The Board reviewed a request from Cindi Banach to be reimbursed for the replacement of her laundry room floor. A motion was made, seconded and unanimously carried to deny the request, as it should be filed under the homeowner’s insurance.

Personal Touch Elevator Floor Cleaning Proposal

The Board reviewed a proposal to clean the elevator floors. The Board tabled the proposal and directed management to obtain a proposal from Show and Tell to replace the flooring in all of the elevators.

Show and Tell Cabana Clubhouse and Restroom Renovation Proposal

The Board reviewed a proposal to renovate the clubhouse and Cabana restroom area. The Board tabled the proposal and requested a revised proposal to include each item in the restroom priced out separately, as well as each pool area priced separately.

Show and Tell Cabana Pool Deck Repair Proposal

The Board reviewed a proposal to repair the Cabana pool deck. A motion was made, seconded and unanimously carried to approve the proposal totaling $1,750, to be paid from the Operating G/L #5877, and in accordance with Civil Code 5502, approve any transfer of funds associated with the disposition of the contract.

**HOMEOWNER FORUM**

The homeowners in attendance brought up the following items to the Board.

-Gas company incident involving them turning off a gas meter without informing anyone

-Remote smoke detectors and status of whether Red Hawk would be able to install them

-Homeowner asked for an update on her mold remediation on her ceiling that Spectrum inspected.

-Cockroaches all over the community, worse on the Grunion side

-Report of homeless person trespassing on property

-Request to add cameras to the entry/exit gates

**ANNOUNCEMENT**

The next meeting of Harbour Vista Homeowners Association Board of Directors was scheduled for Thursday, November 21, 2019 at 6:30PM, at the Cabana Clubhouse, located at 4832 Cabana Dr, Huntington Beach, CA 92649.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 7:39PM.

# ATTEST

# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name Title