**NOTICE OF MEETING**

The General Session meeting of the Harbour Vista Homeowners Association Board of Directors was held on Thursday, March 28, 2019 at the 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

 Candice Schultz, Treasurer

 Pier Santillo, Secretary

 Brenda Richardson, Member at Large

**Directors Absent:** None

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

**Others Present:** Several homeowners

 Bryan MacMurtrie, Hillcrest Construction

**CALL TO ORDER**

The General Session meeting was called to order at 6:31PM 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, March 28, 2019.

**CONSENT CALENDAR**

Consent Calendar

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

* 2/28/19 General Session minutes
* Ratification of the following Antis Roofing Emergency Proposals:

|  |  |  |
| --- | --- | --- |
| **Address** | **Issue** | **Cost** |
| 16581 Grunion, #102 | Door rehabilitation and threshold replacement due to roof leak | $2,323 |
| 4861 Lago #305 | Roof repair | $5,448 |
| 4852 Cabana #102 | Roof repair | $2,434 |
| 4791 Lago #307 | Roof repair | $3,956 |
| 4831 Lago #207 | Roof repair | $3,170 |
| 16542 Blackbeard #101 | Roof repair | $2,256 |
| 4831 Lago #304 Garage | Roof repair | $3,650 |
| 4791 Lago Garages #31-32 | Roof repair | $4,570 |

* Approval to file a lien on accounts C314-00062-1 and C314-00082-1.

**TREASURER’S REPORT**

February 2019 Financial Statement

Director Schultz provided a report of the association’s financial status. A motion was made, seconded and unanimously carried to accept the financials as presented, subject to an audit.

**COMMITTEE REPORTS**

Architectural Committee

There were no items to report, no action was taken.

Parking Committee

There were no items to report, no action was taken.

Landscape Committee

Director Schultz, Committee Chair, presented a proposal from SA Landscape to install a drain outside of 4861 Lago #105 to allow water to drain away from the patio. A motion was made, seconded and unanimously carried to approve the proposal, for a total cost of $750, to be expensed from Operating G/L #5210.

Public Safety Committee

Cynthia Lee, Committee Chair, presented the Board with the following items:

* Emergency evacuation maps for the community to be made available to the residents.
* Requested to hold a Neighborhood Watch Committee meeting for April 30, 2019 at 6:30PM at the clubhouse.
* Requested to purchase new elevator signs to replace any faded or missing.

A motion was made, seconded and unanimously carried to approve the above items as presented, noting that the Association will reimburse her for the purchase of the signs.

Newsletter Committee

Committee members Cynthia Lee and Michael Barto were in attendance to request additional time to continue working on the community newsletter. The owners in attendance provided them with several ideas for newsletter topics. No action was taken.

Rules and Regulations Committee

There were no items to report, no action was taken.

Appointment of New Committee Members

A motion was made, seconded and unanimously carried to appoint Nancy Graham of 16542 Blackbeard #106 to the Public Safety Committee.

Adoption of Committee Charters

A motion was made, seconded and unanimously carried to approve the committee charters for the following committees: Architectural, Parking, Landscape, Public Safety and Rules and Regulations as written.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

Pacific Western Bank Presentation

At the Board’s request and against management’s recommendation, this item was tabled indefinitely.

Construction Manager Pricing

The Board reviewed several proposals to prepare a report of all items in the community that are in need of urgent repair/replacement. At the Board’s request and against management’s recommendation, this item was tabled indefinitely.

Hillcrest Construction Mailbox Information and Presentation

Bryan MacMurtrie of Hillcrest Construction was in attendance to present a program from the post office that would provide all new cluster mailboxes for the community at no charge. After discussion, the Board tabled the program and requested a proposal from Hillcrest for any additional work that would be required on some of the structural components within the mailbox areas.

Open House/For Rent/For Sale Sample Proposed Rules

The Board reviewed sample proposed rules regarding posting of signage for units actively holding open houses, for rent and for sale. They further reviewed a request from homeowner Michael Barto of 4861 Lago #305 to consider reinstalling a community real estate directory. Michael volunteered to research options for the directory reinstallation and the Board tabled the sample rules until Michael has an opportunity to present his findings to the Board.

Personal Touch Spring Cleaning Proposal

The Board reviewed a proposal to spring clean the pool areas. A motion was made, seconded and unanimously carried to deny the proposal due to costs.

Homeowner Request: Damage Reimbursement 4861 Lago #102

The Board requested that this item be reviewed during Executive Session, due to privacy concerns.

Homeowner Request: Mattress Cleaning Reimbursement 16521 Grunion #206

The Board requested that this item be reviewed during Executive Session, due to privacy concerns.

Homeowner Request: Release of Information 4861 Lago #305

The Board reviewed a request from homeowner Michael Barto to receive information on the number of offsite members who voted in the informal survey regarding the land lease. The homeowner, who was in attendance, briefly talked to the Board about the process that was used for tabulation of the votes. No action was necessary.

Homeowner Request: Installation of a Toe Kick 4831 Lago #303

The Board reviewed a request from homeowner Tim Jordanides to install a toe kick at the top of the stairs to their unit. The Board directed management to obtain a quote from RMI to add toe kicks on the bottom steps of all of the stairs in the community.

Discussion Item: Land Lease Update

Director Santillo provided the homeowners in attendance with an update on the land lease. No action was taken.

Discussion Item: Backup Protocol for Clubhouse Entry

It was noted that all five members of the Board will make take turns making themselves available to open and lock up the clubhouse to any residents who reserve it. No action was taken.

Discussion Item: Community Garage Sale 6/22/19

Director Richardson proposed holding a community garage sale on 6/22/19 from 7am-2pm. A motion was made, seconded and unanimously carried to approve the sale as presented, with Director Richardson coordinating the display of signs and advertising to residents.

Discussion Item: SA Landscape Christmas Gift

Director Richardson proposed gifting SA Landscape $150 for Christmas 2018. A motion was made, seconded and unanimously carried to deny this request.

Discussion Item: Termite Damaged Wood Garage Door Frames

Management was instructed to obtain proposals to replace any damaged wood frames and fascia on the garages in the community. No action was taken.

**HOMEOWNER FORUM**

The homeowners in attendance brought up the following items to the Board. No action was taken.

* Concerns with vendors being used for remediation of leaks
* Questions about the approved budget
* Questions about the election rules
* Concerns about residents feeding squirrels in the community
* Reporting of a landscape concern

**ANNOUNCEMENT**

The next meeting of Harbour Vista Homeowners Association Board of Directors was scheduled for Thursday, April 25, 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 7:52PM.

# ATTEST

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Name Title