# HARBOUR VISTA HOMEOWNERS ASSOCIATION
# MEETING OF THE BOARD OF DIRECTORS
# GENERAL SESSION MINUTES
# THURSDAY, MAY 30, 2019

## NOTICE OF MEETING

The General Session meeting of the Harbour Vista Homeowners Association Board of Directors was held on Thursday, May 30, 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
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
Scott Sailers, Finyl Vinyl

## 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 the General Session Meeting on Thursday, May 30, 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 4/25/19 General Session minutes;
- Ratify the following emergency proposals, in accordance with Civil Code 5502, and to approve any transfer of funds associated with the disposition of the contracts;

| | | | |
|---|---|---|---|
| Drymaster | 4831 Lago #207 | Build back from roof leak (WO#11904-7544) | $1,403.20 |
| The Bugman | 4791 Lago #101 | Local termite treatments on garage top plate and patio railing (WO# 11905-8899 and 11905-8853) | $2,460 |
| 24 Hour | 4852 Cabana #106 | Build back from plumbing leak (WO# 11811-1172) | $2,376.28 |
| 24 Hour | 16581 Grunion #102 | Build back from roof leak (WO# 11904-5854) | $2,019.41 |
| Antis | 16542 Blackbeard #101 | Wall coating due to water intrusion (WO# 11902-1231) | $2,353 |
| Antis | 16581 Grunion #206 | Gutter/downspout replacement (WO# 11902-0542) | $1,128 |

| | | | |
|---|---|---|---|
| Antis | 16581 Grunion Garage #19 | Roof repair | $4,337 |
| Antis | 16551 Grunion Garage #35 | Roof repair (WO# 11901-7261) | $3,630 |
| Antis | 4852 Cabana #306 | Roof arrestor cap repair (WO# 11904-6191) | $1,640 |
| Antis | 16581 Grunion #303 | Roof repair (WO# 11903-3892) | $4,747 |
| Antis | 16521 Grunion #200 | Roof repair (WO# 11904-6350) | $8,130 |
| Antis | 16512 Blackbeard #105 | Roof repair (WO# 11903-2986) | $3,964 |

- To deny payment of the following proposals;

| | | | |
|---|---|---|---|
| Drymaster | 4861 Lago #101 | Emergency dry out from roof leak (WO#11903-4161) | $7,205.01 |
| Drymaster | 4861 Lago #101 | Build back from roof leak (WO#11905-9036) | $1,088.92 |
| Drymaster | 4831 Lago #101 | Build back from roof leak (WO#11903-9011) | $2,202.76 |
| Drymaster | 4831 Lago #101 | Emergency dry out from roof leak (WO# 11903-2948) | $6,409.74 |
| Drymaster | 4861 Lago #101 | Emergency dry out from roof leak (WO#11902-1920) | $3,364.05 |

- To approve filing a lien on account C314-00112-1.

**TREASURER'S REPORT**

April 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, 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.

Additionally, Director Schultz recommended that the Board discontinue use of Drymasters for all restoration and remediation work in the community moving forward due to their charges and begins using Spectrum Property Services. A motion was made, seconded and unanimously carried to approve this recommendation, effective immediately.

Ratify FYE 2018 Draft Audit

The Board motioned, seconded and unanimously carried to ratify the audit as prepared by Inouye, Shively and Klatt, for the FYE 12/31/18.

**COMMITTEE REPORTS**

Architectural Committee

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

- Mr. Barto and Director Williams will continue to work on revisions to the Architectural Guidelines.
- Presented proposals to fabricate and install a "master" real estate sign.

A motion was made, seconded and unanimously carried to approve the proposal from Ups and Downs, for a total cost of $400.00, to fabricate and install a custom real estate "master" sign, to be paid from Operating G/L #5871.

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

Landscape Committee
Candice Schultz, Committee Chair, presented a proposal from SA Landscape to wash stains off the block wall from the Lago entrance to the corner of Blackbeard. The Board tabled the proposal until Directors Williams and Schultz are able to spot test some areas of the wall with a power washer to determine the results.

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

- Report of 4/30/19 neighborhood watch meeting
- Requested permission to post the approved evacuation maps at the entrances to all elevators, on each floor, as well as the community bulletin boards.
- Concerns about gas line access to Cabana pool BBQs. Board directed management to contact a company that has knowledge of Fire King brand BBQs to adjust/replace the knobs, bring the BBQs and the area up to a safe standard and to secure the gas line so people cannot turn it off/on.

A motion was made, seconded and unanimously carried to approve the maps posting request and to approve any reimbursement to the committee for the purchase of supplies necessary for the postings.

Newsletter Committee
There was nothing to report.

Rules and Regulations Committee
The Committee members present discussed the draft community rules that were reviewed at the April board meeting. A motion was made, seconded and unanimously carried to approve the draft rules, and to direct management to mail out the draft rules for a 28-day comment period.

Appointment of New Committee Members
No action was taken.

**UNFINISHED BUSINESS**
Solar Pool Heating Proposals
The Board discussed the proposals to install a solar pool heating system at both pool areas. A motion was made, seconded and carried to approve the proposal from Suntrek Solar, for a total cost of $18,580, to be paid from the Reserve G/L #3002, and in accordance with Civil Code 5502, approve any transfer of funds associated with the disposition of the contract. Solar is to be completed following the wood repair project, beginning with the Grunion pool, followed by the Cabana pool 30 days later. Director Richardson voted against.

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**NEW BUSINESS**

Community-Wide Wood Repair, Painting and Maintenance Proposals

The Board reviewed three proposals to complete miscellaneous wood repairs, painting and maintenance throughout the community, per a scope prepared by Director Schultz. After discussion, a motion was made, seconded and unanimously carried to approve the proposal from Spectrum Property Services, for a total cost of $17,488, to be paid from the Operating G/L #5867, and in accordance with Civil Code 5502, approve any transfer of funds associated with the disposition of the contract.

Vinyl Fence Proposals

The Board heard a presentation from Finyl Vinyl for the installation of vinyl fencing around the gas meter areas in the community. They also reviewed two additional proposals. A motion was made, seconded and unanimously carried to approve the proposal from Finyl Vinyl, for a total cost of $12,096, to be paid from the Reserve G/L #3002, and in accordance with Civil Code 5502, approve any transfer of funds associated with the disposition of the contract.

Replacement of Pedestrian Gate Locks

As requested by the Public Safety Committee, the Board reviewed a proposal to modify the existing locksets on two pedestrian gates to require a lock on the exterior only. A motion was made, seconded and unanimously carried to approve the proposal from Electronic Door and Gate totaling $475 plus tax, to be paid from the Operating G/L #5837, and in accordance with Civil Code 5502, approve any transfer of funds associated with the disposition of the contract.

Cabana Pool Gate Handle Proposals

As requested by Director Williams, the Board reviewed proposals to weld a handle onto the interior of the main Cabana pool gate. A motion was made, seconded and unanimously carried to approve the proposal from Electronic Door and Gate, with the addition of a handle on the Grunion main pool gate, totaling $250 plus tax, to be paid from the Operating G/L #5837, and in accordance with Civil Code 5502, approve any transfer of funds associated with the disposition of the contract.

Whitney Petchul Law Firm Acceptance

The Board reviewed the information during Executive Session. A motion was made, seconded and unanimously carried to deny transferring their files to the new firm, and to remain with the Berding and Weil.

**HOMEOWNER FORUM**

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

- Concerns about dangerous residents
- Pet breed restrictions
- Barbecue use

**ANNOUNCEMENT**

The next meeting of Harbour Vista Homeowners Association Board of Directors was scheduled for Thursday, June 27, 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 7:31PM.

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**ATTEST**

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Name Title