

**HUNTINGTON LANDMARK  
SENIOR ADULT COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS  
MINUTES OF REGULAR MEETING**

Thursday, February 1, 2018, 6:30 PM, Main Lounge

Note: Minutes are the record of what decisions and actions the Board took at a given meeting. They are not a record of the discussion or debate that lead to the decision or action. Therefore, proper minutes are very concise and short.

1. CALL TO ORDER – President Brewer called the meeting to order at 6:35 PM.
2. ROLL CALL – a quorum was present

Marilyn Brewer, President	Judy Armstrong, Member-at-Large
Marvin Garrett, Vice President	Jean MacLennan, Member-at-Large
Dayton La Grua, Secretary	Walter White, Member-at-Large
Nancy Stuart, Chief Financial Officer	
3. OTHER ATTENDEES
  - Kimberly Pollard, General Manager
  - Approximately 90+ owners & tenants
4. HOMEOWNER FORUM – Eight (8) homeowner addressed the Board on various matters.
  - a. Karen Lawres – 21A
    - I. Storage in phase 1
  - b. Bunny Slaughter – 906B
    - I. Beacon Pool.
      1. Trip hazards
      2. Raise pool temperature to 86-88 degrees.
  - c. Steve Bova – 702A
    - I. R.V. Storage Lot Fee.
  - d. Mary Lee Lindfors – 1317D
    - I. Agenda on internet; Eblast and Web page
  - e. Jean Coombs – 402C
    - I. Landscape; private gardens
    - II. Gate Access; poor treatment at gate.
  - f. Carol Audry – 711D
    - I. Appreciation of Open Office; great experience.
  - g. Mary Ann Mercer 411-H
    - I. Appreciation of BOD interest in security.
      1. Need for enforcement of traffic, failure to stop at signs, speeding.
    - II. Water usage
  - h. Laurie Erickson – 814C
    - I. Maintenance
      1. Need for the asphalt coring
      2. Excellence in performing the building refurbishments.
      3. Excellent service during slab leak and re-pipe of unit.

5. CONSENT CALENDAR – Marilyn Brewer

The use of the Consent Calendar will enable the Board to conduct its business in a more timely and efficient manner. If the Board agrees, it would be appropriate at this time to entertain a motion to accept the Consent Calendar as presented. Any items deemed inappropriate may be pulled from the Consent Calendar and excluded from the motion for additional discussion under new business.

- a. Approval of Agenda
- b. Minutes - 1/4 /17 be approved as presented.
- c. COMMITTEE REPORTS
- d. Maintenance Advisory Committee – Vard Wittick
  - I. Solar Energy
    1. Solar array being installed near Indianapolis and Beach Blvd.
  - II. Re-Piping status report presented to the BOD.
  - III.
- e. Election Advisory Committee – Karen Laures
  - I. First meeting for 2018
    1. Changes to civil code for 2018
    2. Preparation of time line for 2018 elections.
- f. Communications Advisory Committee – Paul Armstrong
  - I. Web site is developed and ready for implementation pending Board approval and management finalization.
  - II. Resignation of committee chair Mike Robinson.

6. CFO Report

- a. December Monthly Financial Report

Motion: The Board accept/review the December 2017 Monthly Financial Report was made by Director Stuart, seconded by Director Garrett, and unanimously approved.

- a. Finance Advisory Committee roster (pulled).
- b. By consent the resignations of Chairman Mike Boyd and member Peggy Sloan were accepted.
- c. President Brewer, on behalf of the Board, gave a statement of appreciation for their hard work to Mike Boyed and Peggy Sloan.
- d. President Brewer announced the formation of Executive working groups consisting of Nancy Stuart and Walt white for Reserves and Nancy Stuart and Dayton La Grua for Operations. General Manager Kimberly Pollard will be working closely with both groups.
- e. Bad Debt – Nancy Stuart

Proposed Motion: To Remove/Write-Off from Association Delinquency Report File:

- a. Account #1148453 \$27,774.14
- b. Account #1154861 \$14,869.62
- c. Total \$42,643.76

Was made by Director Stuart, seconded by Director Garrett and unanimously approved.

7. UNFINISHED BUSINESS

- a. RV Parking rule change

Motion: Having been approved in the September 7, 2017 meeting of the Board and posted for 30 days as required by civil code 4360, request the RV Parking rule change be added to the 2010 edition of the Huntington Landmark Rules and Regulations with copies distributed to all residents by management was made by Director La Grua,

seconded by Director White and unanimously approved.

8. NEW BUSINESS

a. Schedule of Fees & Charges

Motion: Approve the attached "Schedule of Fees & Charges" with proposed changes prepared by the General Manager was made by Director White, seconded by Director Armstrong and approved 5 aye, 0 nay with 2 recusals, Directors Garrett and La Grua.

b. Landscape Maintenance

Motion: To apply the Harvest plant credit of \$20,000 for 2017 on plants to repair the common area landscaping in several areas of need where existing planting has died or is not thriving.

Specific areas to be planted have been prioritized by the Landscape committee was made by Director Armstrong, seconded by Director La Grua and unanimously approved.

c. 2018 Curb Painting

Motion: To approve City Service to:

1. Repaint existing red, yellow and blue curbs throughout Landmark streets and garage areas, except for Amador, Colusa, Larkhall, Merced and Sierra that have already been repainted.

2. Repaint existing red, yellow, blue, white, green and gray curbs in Landmark main recreation parking area.

3. Repainting shall be in accordance with requirements in Maintenance Specification 3.13.

4. The total linear feet of curbs to be repainted are as follows

- Red -9131
- Yellow-419
- Blue -155
- White-309
- Green -30
- Gray-40

\*\*Work to start: February 19th Work to end: March 16th•••

At a cost \$8,575, chargeable to reserve budget account 6000 0155, was made by Director Brewer, seconded by Director Garrett and unanimously passed

d. Telephone Service Carrier

Motion: To switch telephone service carriers from Frontier at \$1,353 per month to TPX Communications at \$359.22 per month charged to operations account 5671 0000. This would be a savings of \$993. 78 per month, was made by Director Brewer, seconded by Director La Grua and unanimously passed.

e. Beacon Pool Trip Hazard Repairs

Motion: To approve PPM Construction proposal to repair the Beacon Pool trip hazards. To be charged to GL Reserve Account #6000 0211 in the amount of \$2,605, was made by Director Brewer, seconded Director Stuart and unanimously approved.

f. 2018 Vinyl Fences

Motion: To approve Saddleback Fence & Vinyl Products to replace 28 patio fences including City Permits at a cost of \$68,456.57. The expenditure of additional funds to cover project oversight fees (JWC) in the amount of \$680 (10 hours) as well as contingencies be approved. A total expenditure not to exceed \$70,000 chargeable to GL Reserve Account #6000 0531, was made by Director Brewer, seconded by Director La Grua and unanimously approved.

g. Committee Roster Additions

Motion: To approve the listed (3) residents to the following committees:

- Kathleen Christianson - Utilities
- Katie Corbett - Communications
- John Martin - Utilities

Was made by Director Brewer, seconded by Director La Grua and unanimously approved.

9. DIRECTOR'S COMMENTS

- a. Director Stuart – Success of February session of “Office Hours” very successful with approximately 50 attending.
- b. Director Brewer – The noisy spike strip will be replaced on Friday February 2<sup>nd</sup> with a much quieter model at no additional cost.
- c.

2. ADJOURNMENT –President Brewer adjourned the meeting at 8:02 PM by general consent.

3. NEXT REGULAR MEETING – Scheduled for **Thursday, March 4, 2017 at 10:00AM**

**EXECUTIVE SESSION SUMMARIES**

**The Board met in Executive Session on January 19, 2018 and took the following actions:**

1. CONTRACTS

- a. Approved a contract with Rain Stopper to include:
  - i. Job Proposal #1 Trinity Circle Phase 8 Garages, Bldgs. BG, 8H, 8I and BJ
  - ii. Job Proposal #2 Trinity Circle Phase 8 Garages, Bldgs. BK, BL and BM
- b. GMU Engineering and Pavement Improvements to conduct subgrade coring on the six (6) Huntington Landmark garage street locations.

2. PERSONNEL

- a. BOD Procedures
  - i. Approved the following committee appointments:
    1. Utilities Advisory Committee: Kathleen Christianson (Chair) and John Martin
    2. Communication Advisory Committee: Katie Corbett

3. LEGAL

- a. 9 hearings for landscape violations were resolved with either corrections or pending fines.

4. DELINQUENCIES

- a. Revised 2018 Collection Policy to be in compliance with civil code changes.

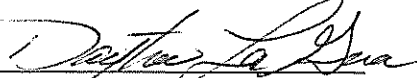
**The Board met in Executive Session on February 1, 2018 and took the following actions:**


1. LEGAL

- a. Hearing - resolved a delinquency.

2. PERSONNEL

- a. Due to the resignation of the Chair and remaining member of the Finance Advisory Committee, resolved to establish interim Executive working groups for Operations and Reserves until a new Financial Advisory Committee could be reestablished.

  
Daytón La Grua, Secretary

  
Date