

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

Thursday, July 5, 2018, 9:00 AM, 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 9:00 AM.

2. ROLL CALL – a quorum was present

Marilyn Brewer, President	Judy Armstrong, Member-at-Large (Absent)
Marvin Garrett, Vice President	Jean MacLennan, Member-at-Large
Dayton La Grua, Secretary	Nancy Stuart, Member-at-Large
Walter White, Chief Financial Officer	

3. OTHER ATTENDEES

Kimberly Pollard, General Manager	Approximately 40+ owners & tenants
Katharine Sandoval, Community Manager	

4. HOMEOWNER FORUM – Three (3) homeowner addressed the Board on:
 - a. Improve Main Gate Entry Traffic Flow
 - b. Use of Facilities and High Cost of Food On 4th of July.
 - c. Landscape; Trim Trees on Van Ness Prior to the 4th of July to Allow View of Fireworks.

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.

Motion: To accept the following Consent Calendar Items, was made by Director Garrett, seconded by Director MacLennan and unanimously approved.

 - a. Approval of Agenda
 - b. BOD Minutes - 6/7/18
 - c. Committee Reports
 - I. ACC
 - II. Ad-Hoc ACC Procedures Review
 - III. Ad-Hoc Rules Committee
 - IV. Communication Committee
 - V. Contracts Committee
 - VI. Election Committee
 - VII. Events Committee
 - VIII. Landscape Committee

- IX. Maintenance Committee
- X. Property Protection Committee
- XI. Utilities
- d. Management Report

6. CFO REPORT

a. Financial Reports

Motion: Receive the unaudited April 2018 Financial Report dated 5/11/2018, prepared by Associa/PCM was made by Director White. Moved by Director Stuart, seconded by Director Garrett and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

- I. The monthly financial report to be distributed by website, bulletin board and Landmark Living was presented by CFO White.

b. Collection Policy

Motion: Approve the revised Plan for Changing Assessment-Paid Date From 30 To 15 Days After Due Date, was made by Director White, seconded by Director Garrett and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

c. Assessment & Collection Policy

Motion: Approve posting the draft revised Assessment and Collection Policy prepared by legal counsel for a 30-day review, was made by Director White, seconded by Director La Grua and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

7. UNFINISHED BUSINESS

a. Plantings behind Waterproofed Garages

Motion: To approve replacement planting for garages 10-E, 10-F, 11E, SQ and 6H and replacement irrigation. Estimated cost \$7,243.52 for plants will be covered by the 2018 Plant Credit from Harvest. Estimated cost of \$3,628.95 for drip irrigation to be charged to Reserve Account 6000 0671, was made by Director La Grua, seconded by Director MacLennan and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

b. Addendum in Rules & Regulations Fences

Motion: "Pursuant to Civil Code 4360, the Board hereby provides at least a 30-day general notice of a proposed change to the 2010 Rules & Regulations. The change proposes adding the following new section:
FENCES AND WALLS: To protect the structural integrity and prevent staining or other damage, fences and walls (vinyl, wood, block or stucco) may not be altered or painted and nothing may be placed on, over, or be attached to them. Ref CC&R 4.18, was made by Director La Grua, seconded by Director White and approved 4 aye, 2 nay, (Directors Garrett and MacLennan), 1 absent, (Director Armstrong).

c. Addendum in Rules & Regulations Patios

Motion: "Pursuant to Civil Code 4360, the Board hereby provides at least a 30-day general notice of a proposed change to the 2010 Rules & Regulations. The change proposes replacing the "Patios" section in its entirety with the following:
PATIOS: Patios are to be kept clean and may not to be used as storage areas. Nothing may be attached to a patio fence or wall. Any alterations, including permanent floor coverings, require ACC prior approval. Ref: CC&R 4.18, was

made by Director La Grua, seconded by Director White and approved 5 aye, 1 nay, (Director MacLennan), 1 absent, (Director Armstrong).

8. NEW BUSINESS

a. Ad-Hoc Rules Committee

Motion: To approve Judith Larson to fill the vacancy of the Ad-Hoc Rules Committee Chair, was made by Director La Grua, seconded by Director White and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

b. Addendum B Rules

Motion: Pursuant to Civil Code 4360, the Board hereby provide at least a 30-day general notice of a proposed change to the 2010 Rules & Regulations.

1. Delete rule #13. in the Swimming Pool & Spa section of Addendum B of the 2010 Rules & Regulations. This rule currently reads "Showers are mandatory before using spas or pools."

2. Install a sign outside the Fitness Center area restrooms stating, "Residents Only -guests please use the two restrooms on the other side of the pool".

Was made by Director La Grua, seconded by Director White and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

c. Property Protection Committee

Motion: To approve Lynn Buckley to fill the vacancy of the Property Protection Committee Chair, was made by Director La Grua, seconded by Director MacLennan and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

d. Woodshop One Key System

Motion: I move to allows a one key system be used in the woodshop to turn on power. Any resident may request a numbered key for their personal use whenever the woodshop is open. Management to implement the details was made by Director Garrett, seconded by Director MacLennan, and Tabled.

Motion to table due to failure to provide a proposed Board Policy as agreed to in Executive Committee meeting of June 22, 2018, was made by Director La Grua, seconded by Director White and approved 4 aye, 2 nay, (Directors Garrett and MacLennan), 1 absent (Director Armstrong)

e. 2018 Vinyl Fences

Motion: To approve Saddleback Fence & Vinyl Products to replace 22 patio fences including City Permits at a cost of \$59,645.21. To 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 \$62,000 chargeable to GL Reserve Account #6000 0531, was made by Director Stuart, seconded by Director La Grua and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

f. Rain Gutter Installation Phase 13

Motion: To approve the Rain Stoppers proposal to install new rain gutters to the newly repaired buildings on Phase 13 for buildings #1301-1304 in the amount of \$3883.00 chargeable to GL Reserve Account #6000-0127, was made by Director Stuart. Seconded by Director White, and approved 6 aye, 0 nay, 1 absent, (Director Armstrong).

g. Monday Night Game Club Request

Motion: To accept the charter of the Monday Night Game Club for

recognition as a Huntington Landmark Club meeting weekly in the Main Lounge, tables for card play will be available on a first come bases was made by Director La Grua, seconded by Director Stuart and approved 6 aye, 0 nay, 1 absent (Director Armstrong).

9. DISCUSSION ITEMS – None

10. DIRECTOR’S COMMENTS

a. Director Stuart –

- I. Communications Advisory Committee: new residents note book is nearing completion, passed final review by management office and will soon be released for use following final review of the committee.

b. President Brewer –

- I. First Friday Coffee and Conversation will not be held in July due to facilitator Barbara Mizerek being on vacation. Watch for a revision under a new name and time to be announced in August
- II. The newly refurbished putting green is now open following a successful inaugural event during the 4th of July pool party.

2. ADJOURNMENT –President Brewer adjourned the meeting at 10:15 AM by general consent.

3. NEXT EXECUTIVE COMMITTEE MEETING – Scheduled for **Friday July 20, 2018 at 9am** for scheduled hearings.

4. NEXT REGULAR MEETING – Scheduled for **Thursday, August 2, 2017 at 6:00PM in the Main Lounge**

EXECUTIVE COMMITTEE SESSION SUMMARIES

The Board met in Executive Committee Session on, June 22, 2018 and took the following actions:

1. CONTRACTS – (3)

- a. Approved a contract for Beacon Pool Equipment Shelter Vents
- b. Approved a contract for landscape irrigation smart controllers.
- c. Approved renewal of Janitorial Contract.
 - I. A special note of appreciation to Sergio Delgado for his outstanding work as a part of the janitorial contract.
- d. Ratified a contract for Heating Ventilation and Air Conditioning equipment replacement for the Management Office

2. PERSONNEL – Reviewed appointment of 2 committee chairs

3. LEGAL – Hearings
 - a. Two (2) Landscape Violation hearings were held.
 - b. Denied owner’s request for waiver of late fees

4. Discussion – Project Management, Woodshop Operation, First Friday Coffee and Conversation, “Office Hours, Landscape notices to residents, Electrical Vehicle Charging, Garage Door Openers, City Water Charges, and other items were discussed. Eight hearings were scheduled for the next meeting of the Executive Committee on **July 20, 2018**.


Dayton La Grua, Secretary


Date