

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

Thursday, September 6, 2018, 9:00 AM, Main Lounge

1. CALL TO ORDER – President Brewer called the meeting to order at 9:03 AM.
  
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	Nancy Stuart, Member-at-Large
Walter White, Chief Financial Officer	
  
3. OTHER ATTENDEES

Kimberly Pollard, General Manager	Approximately 70+ owners & tenants
Katharine Sandoval, Community Manager	
  
4. HOMEOWNER FORUM – Six (6) homeowner addressed the Board on:
  - a. Landscaping
    - I. Excessive watering (1)
    - II. Weeds in flower beds (1)
  - b. Committee Reports not given during Board meetings (1)
  - c. Plug-in vehicles charging in garages (1)
  - d. Need for family members to have a RFID chip for vehicle (1)
  - e. Entertainment for visually impaired residents (1)
  
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.

Motion: To accept the following Consent Calendar Items, was made by Director Garrett, seconded by Director La Grua and approved, 6 aye, 1 nay (Director Armstrong).

  - a. **Approval of Agenda**
  - b. **BOD Minutes - 8/2/18**
  - c. **Monthly Financials**
  - d. **Management Report**
  - e. **Committee Minutes/Reports**
  - f. Election Committee – Pulled
    - I. Report by Karen Lawres, Chair, regarding the 2018 Board election with 3 positions open.
      - a. Application deadline is September 7<sup>th</sup>, 2018.
      - b. Campaign Kick-off party in the Main Poll area September 7<sup>th</sup>, 2018
      - c. Candidate Orientation September 13<sup>th</sup> in Management Office.

- d. Ballots to be mailed out on October 1<sup>st</sup>, 2018.
  - g. Ad-Hoc Rules Committee – Pulled
    - 1. Report by Judith Larson, Chair, on the proposed revision to the 2010 Rules and Regulations General Rules and Addendum B.
  - h. Communication Committee
  - i. Contracts Committee
  - j. Events Committee
  - k. Finance Committee
  - l. Landscape Committee
  - m. Landscape Committee
  - n. Property Protection Committee
  - o. Utilities Committee
6. EXECUTIVE COMMITTEE REPORT – President Brewer
- a. **Executive Committee– August 17, 2018**
    - 1. Hearings –
      - a. 1 hearing was scheduled. Resident did not show.
    - 2. Legal/Contracts –
      - a. Authorized the attorney to file a civil suit, re: delinquent account. (approx. \$42,000)
      - b. Approved a contract not to exceed \$8,000 to replace 18 lights and 3 poles around the main rec area. Money from reserves as part of recreation area enhancement project.
      - c. Approved a contract to install rain gutters in the amt. Of \$5,196 in newly repaired bldgs. in phase 13. Money from reserves.
      - d. Approved a contract not to exceed \$7,500 for a 2nd computer terminal station in Atlantic gatehouse. This will expedite the traffic flow.
      - e. Approved a contract not to exceed \$7,500 for a 2nd computer terminal station in Atlantic gatehouse. This will expedite the traffic flow.
      - f. City of Huntington Beach – bod members White and Brewer will attend a city council mtg. to seek solution to overcharging of sewer fees. HB has contacted our attorney, hired an additional attorney and hopefully there will be a resolution soon.
      - g. Asphalt Replacement –
        - i. repairs to 6 remaining garage area with a total cost over \$1 million. Funding options were discussed. Project to be delayed until adequate funds are accumulated in reserves
        - h. Main Recreation Area and Beacon Pool –
    - 3. Establish consistent hours for the Main Recreation and Beacon Pool and Cabana areas to include all facilities. Recommended time; 6am to 11pm.
    - 4. Electric Vehicle Charging –
      - a. To evaluate electrical vehicle charging power costs. An ad-hoc committee should be established to study all aspects of providing residents the ability to charge their electric vehicles.
    - 5. Beacon Pool Cabana –
      - a. To refurbish the Beacon pool Cabana with new flooring, paint, cabinets and counters the cabana will be closed Friday September 7th and reopening Monday September 17th.

**b. Executive Committee – September 5, 2018**

1. The ad hoc rules committee final report was submitted by chair Judith Larson. The exec. committee determined that the proposed rules are reasonable and defensible. they have been posted for 30 days and will be on the October 4, 2018 Board agenda.

**7. CFO REPORT**

- a. The monthly Financial Report was provided by CFO Walt White.
- b. Transfer funds to/from Operating Checking and Excess Operating MMF Accounts  
Motion: Authorize PCM's Accounting Supervisor to transfer funds to/from the Union Bank Operating Checking Account 7029 and the Union Bank Excess Operating MMF Account 4104 to accumulate funds to pay insurance premiums, to earn interest current rate 1 .45%), and for other purposes. Explicitly, (1) Transfer \$235,000 from Account 7029 to Account 4104; (2) Monthly transfer a minimum of \$35,000 from Account 7029 to Account 4104; (3) When due, transfer funds from Account 4104 to Account 7029 to pay insurance premiums, (4) Maintain a balance in Account 4104 above \$100,000 was made by Director White, seconded by Director Stuart and unanimously approved.
- c. Approval of Assessment & Collection Policy  
Motion: Approve the revised Assessment and Collection Policy prepared by legal counsel. Effective January 1, 2019, owners whose monthly assessments are not paid in full by the 15th of each month will be delinquent, and subject to a late charges and other fees, was made by Director White, seconded by Director MacLennan and unanimously approved.
- d. Approval of Capitalization Policy  
Motion: Approve the proposed Capitalization Policy in order to comply with Financial Accounting Standards Board (FASB) requirements, was made by Director White, seconded by Director Armstrong and unanimously approved.
- e. Recreation Bank Account Policy  
Motion: Approve the proposed Recreation Bank Account Policy, was made by Director White, Seconded by Director La Grua and unanimously approved.
- f. Close Recreation Deposit Account  
Motion: Close Operating Liability Account 22210000 Deposits-Chase Bank Rec Acct 0384 with a balance of about \$4050, was made by Director White, seconded by Director Garrett and approved 6 aye, 1 nay (Director Garrett).
- g. Close Decal Deposit Account  
Motion: Close Operating Liability Account 22150000 Deposits-Decals with a balance of about \$40,000, was made by Director White, seconded by Director MacLennan and unanimously approved.

## 8. UNFINISHED BUSINESS

### a. Woodshop Rules Revision

Motion: Having been approved in the July 20, 2018 meeting of the Board and posted for 30 days as required by civil code 4360, request the Woods hop Rule Revision 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 Garrett and unanimously passed.

### b. Addition to Rules & Regulations - Working Times

Motion: Approve the following revised proposed addition to the General Rules section of the 2010 Rules & Regulations:

#### WORKING TIMES

Maintenance, repair, or alteration work is only permitted from 7:30 am to 6:00 pm, Monday through Saturday, excluding holidays, unless there is an emergency. Work that does not require Architectural Control Committee approval, and does not require use of common areas, and does not create noise, and is not a nuisance to neighbors, is not subject to these time limits.

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

## 9. NEW BUSINESS

### a. Approval of new Communications Advisory Committee (CAC) member

Motion: Approve Margaret Van Dyke as a member of the CAC was made by Director La Grua, seconded by Director Armstrong and unanimously approved.

### b. Electric Vehicle Charging

Amended Motion: Establish an Ad-hoc Electric Vehicle Charging working group. Task the group with evaluating all aspects of residents charging electric vehicles within Landmark; legal, operation, alterations of common areas, capital costs, power costs, building codes, health & safety codes, and other factors. Provide recommendations for action to the Board within 3 months of sooner, was made by Director White, seconded by Director Garrett and unanimously approved.

President Brewer appointed Directors White and Garrett to head the group; owners interested were invited to volunteer.

## 10. DISCUSSION ITEMS – None

## 11. DIRECTOR'S COMMENTS

### a. Director Armstrong –

- I. Reminded the audience of the coyote presence and reported another small dog attack the day before the meeting. Residents are not to feed the animals and need to be more aggressive in their harassment as the local coyote seems to now be numb to the air horns with little or no fear of people.

### b. President Brewer –

- I. Committee chairs are to present a year end report at the October 4<sup>th</sup> Board meeting.

## 2. ADJOURNMENT –President Brewer adjourned the meeting at 10:20 AM by general consent.

3. NEXT EXECUTIVE COMMITTEE MEETING – Scheduled for **Friday September 21, 2018 at 9am in MPR2.**
4. NEXT REGULAR MEETING – Scheduled for **Thursday, October 4, 2018 at 9:00AM in the Main Lounge**

  
Dayton La Grua, Secretary

  
Date