

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

Thursday, August 1, 2019, 9:00 AM, Main Lounge

1. CALL TO ORDER – President Brewer called the meeting to order at 9:05 AM.
2. Flag Salute – Jean MacLennan
3. ROLL CALL – a quorum was present
Marilyn Brewer, President John Muse, Member-at-Large
Nancy Stuart, Vice President Jean MacLennan, Member-at-Large
Dayton La Grua, Secretary
Walter White, Chief Financial Officer
4. OTHER ATTENDEES Approximately 25+ owners
Kimberly Pollard, General Manager
Dianna Marcks
5. HOMEOWNER FORUM – Two (2) homeowners addressed the Board on:
 - a. BOD Meeting hours; start at 10:00 am instead of 9:00 am (1)
 - b. Newly adopted Fine Schedule; Severe and Ambiguous (1).
6. PRESIDENT’S EXECUTIVE SESSION REPORT – Marilyn Brewer – July 19, 2019
 - a. All Board members were present
 - b. Legal
 1. Attorney Matt Ober provided legal updates.
 2. Two Hearings:
 - a. Landscape violation: Owner failed to appear and fine was imposed.
 - b. Infraction with Atlanta Gate guard: Violation of CC&Rs article IV, section 4.06, owner was present and fine was imposed.
 3. Policy
 - a. Solar policy was adopted at the request of and owner with ACC and legal guidance. Policy has been posted for 30 days.
7. 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 consent calendar including the minutes of the July 11, 2019 Board of Directors meeting was made by Director MacLennan, seconded by Director White and unanimously approved.
 - a. Approval of Agenda
 - b. BOD Minutes – 7/11/19 Regular

- c. Management Report
- d. Committee Minutes/Reports
 - 1. Architectural Control Committee
 - 2. Election Advisory Committee
 - 3. Finance Advisory Committee
 - 4. Landscape Advisory Committee
 - 5. Maintenance Advisory Committee
 - 6. Property Protection Advisory Committee

8. CFO REPORT

- a. The monthly Financial Report was provided by CFO Walt White.
- b. June 2019 Financial Report
 Motion: I ratify that I have reviewed, independent of a board meeting, the unaudited June 2019 financial documents and statements described in Civil Code 5500 was made by Director White, second by Director Stuart and unanimously approved.
- c. Small Delinquencies Policy
 Motion: Approve the proposed Small Delinquencies Policy was made by Director White, seconded by Director Muse and unanimously approved.

9. UNFINISHED BUSINESS – None

10. NEW BUSINESS

- a. Parking Rules Revision
 Motion: The following provision, in accordance with civil code 4360, shall be posted for 28 days for membership comment prior to replacing the existing page 11 section 21, Parking, in the Huntington Landmark Rules and Regulations was made by Director La Grua, seconded by Director MacLennan and unanimously approved.
- b. Tree Removal, Ph 13 Renovation
 Motion: To accept the proposal from Harvest Landscape Enterprises to remove 13 trees in Phase 13 at a cost of \$10,350 charged to reserve item 6000-0671, Landscape, Building Repair Expenses was made by Director La Grua, seconded by Director Stuart and unanimously approved

11. DISCUSSION ITEMS – None

12. DIRECTOR’S/MANAGER’S COMMENTS

- a. Dayton La Grua –
 - 1. There will be a landscape renovation town hall meeting for phase 13 in September
- b. Nancy Stuart –
 - 1. Office hours, appreciation for all who attend. The August and September office hours will be hosted by Directors Jean MacLennan and John Muse.
- c. John Muse –
 - 1. Board election and social medial usage events.
- d. Kimberly Pollard –
 - 1. There will be a town hall meeting on September 13, about the usage of TownSq with Associa and Management there to answer questions and assist with

registering. There will be raffle drawings for all participants including those already registered.

e. Marilyn Brewer –

1. Billiard Room Project

- a. Nearly complete with only some minor items left to complete.
- b. Thanks to all the Billiard club members who participated in the cleaning and polishing of the shutters on other wood areas.

2. Board nominations are now open through September 6th.

3. The Election Kick-off will be September 6th at 4:00PM, at the main pool.

4. No August Executive Session.

5. The next Board Executive sessions will be September 6th in MPR2 at 2PM and September 27th in MPR2 at 9am.

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

14. NEXT BOARD MEETING – **Thursday, September 5, 2019 at 9:00AM in the Main Lounge.**

EXECUTIVE SESSION 7/19/19

1) CONTRACTS

i) Roadway Marking Stencils

(1) Accepted Traffic Management's proposal dated June 4, 2019 in the amount of \$6,094.34 to provide 21 roadway stencils. Additional funds for construction management are authorized for a total cost not to exceed \$6,300.

ii) OC Re-pipe – New Re-pipe Contractor 2019

(1) Approved OC Re-pipe as our new Re-pipe Contractor for all re-pipe projects such as emergency leaks, owner share 50/50 program and pro-active preventative maintenance program with additional funds for construction management authorized at an estimated annual cost of \$250,000.

iii) Sweeper Guys -Street Sweeper Renewal Contract 2019

(1) Approved Sweeper Guys 2019-2020 Contract renewal for year 2020 in the amount of \$39,000.

iv) Janitorial Contract

(1) Approved the 2019-2020 Janitorial Contract with Specialized Services, Inc., Amount of \$13,705 per month or \$164,460 per year.

2) LEGAL

i) Incident at Atlanta Gate June 8, 2019 – Kimberly Pollard

(1) Owner presented statement and answered questions regarding incident of June 8th and was excused.

(2) Imposed a fine of \$100 for violation of Nuisance Provision and harassment policy in CC&Rs.

ii) Water and Sewer Rate Reimbursement Claim – Matt Ober

- (1) Update on negotiations with the city for a reimbursement claim of water and sewer rate charges.
- iii) Garage Door Operator Policy – Matt Ober
 - (1) Battery backup is required for all new sectional doors
- iv) Outside Vendors Offering Products on premises – Matt Ober.
 - (1) Acceptable, with a disclaimer of endorsement and only being offered as a service to the community.
- v) Solar Policy
- vi) Approved adding the Solar Policy as an emergency item due to the resident waiting period.
- vii) Approved the solar policy, reviewed by the ACC, Management and the HOA's legal counsel for posting for the 28-day review and comment period in accordance with civil code 4360.
- viii) Landscape Rules & Regulations Violation – Failed to Appear.
 - (1) Violation of Huntington Landmark Rules and Regulations, LANDSCAPE ADDENDUM C, GENERAL, items B and F and POTTED PLANTS, item 23.
 - (2) Issued a notice of 10 days to comply or items will be moved at owners' expense with \$100 fine.


Dayton La Grua, Secretary


Date