

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – OPEN SESSION

THURSDAY JUNE 12, 2014

ALISO VIEJO CONFERENCE CENTER
31 SANTA BARBARA, ALISO VIEJO, CA 92656

MINUTES

DIRECTORS PRESENT

Matt Lawler

Dan Rosenthal

DIRECTOR ABSENT

Susan Bristol

FIRSTSERVICE RESIDENTIAL

Kari Harmon, Community Manager

Kellie Sambrano, Vice President, CMCA, CCAM

I. CALL TO ORDER

The Open Session Meeting of the Seaway Collection Homeowners Association Board of Directors was called to order at 6:45 PM.

II. EXECUTIVE SESSION MEETING

In accordance with Civil Code 1363.05 (b) the board met in Executive Session prior to the Regular Session meeting, in order to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Civil Code Section 1367 or 1367.1. The Board of Directors reviewed violation issues and delinquency matters.

III. COMMITTEE UPDATE & INVITED GUESTS

A. PARK WEST LANDSCAPE MANAGEMENT

Park West Landscape Manager, Ryan Baumgardener, introduced himself and gave an update on the community per the walk June 11th. He spoke on the following: sprinkler head size, turf rebates, mowing, dead grass, water bills, drip systems, planter beds, stepping stones, mulch idea and pricing and irrigation scheduling.

Action Required: Board Discussion

IV. REPORTS

The Board reviewed and directed management to file the following reports:

- A. Customer Service Report
- B. Landscape Report
- C. Utility Report

V. HOMEOWNER FORUM

There was one homeowner present. The owner of 3 Nutcracker came to discuss paint touch-ups and landscaping (hibiscus and morning glory).

VI. CONSENT CALENDAR

Motion: Bristol
Second: Lawler

Resolution: That the Board of Directors approves Consent Calendar items A through D as presented.

A. APPROVAL OF MINUTES – April 2014

Resolution: That the Open Session minutes dated April 30, 2014 be approved as presented.

B. FINANCIAL STATEMENT – April 2014

Resolution: That the Board approves the April 30, 2014 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year to date net operating income/ (loss) of \$(-2,514.750) and year-to-date reserve funding of \$76,923.90 compared to the year-to-date reserve funding budget of \$76,088.00. The reserves are funded through April 30, 2014. The association has \$104,449.85 in operating funds, which represents 7.45 months of budgeted expenses and reserve contributions. The association has \$945,859.99 in reserve funds.

C. LIEN APPROVAL

Motion: Lawler
Second: Rosenthal

Resolution: That the Board approves the resolution dated May 19, 2014, authorizing Management to place liens on the following accounts should the delinquent assessments not be paid within the time period established in the intent to lien letter.

Account Number	Total Amount Due
0104-01	\$776.50

D. RESOLUTION TO LIEN

Motion: Lawler
Second: Rosenthal

Per the last meeting held on April 30th 2014, the Board made a motion to deny the resolution to lien for account 0104-01. Management is requesting to revisit lien resolution.

Resolution: That the Board approves resolution to lien for the total outstanding balance of \$776.50.

End of Consent Calendar

VII. UNFINISHED BUSINESS

A. Concrete Repairs

Motion: Rosenthal
Second: Lawler

Multiple proposals submitted by Mayfar, Tri-Star and Alpha Regional for various concrete repairs; including the replacement of pilaster caps at both entries throughout the community. This item is to be expended from Reserve Account number 23130 which has a monthly budget of \$550.00.

Resolution: That the Board of Directors accepts the Tri-Star proposal to replace 2 monument caps at the property entrance. The scope of work will entail the following: fabricate and install 2 monument caps at the property entrance (new caps will match the original shape and color) at a cost of \$1425.00.

VIII. NEW BUSINESS

A. BOARD GOAL SETTING

Current Board goals include:

- Increase Reserve Contribution
- Increase Homeowner Meeting Attendance
- Complete Paint Project
- Community Website – Reevaluate August 2014
- Schedule and Obtain Funding for the Roofing Project – Table until April 2014

Action Required: Board Discussion

B. CORRESPONDENCE

Per the Board's request, FirstService contacted Jake Harle, who represents Seaway Collection HOA, to investigate the process of amending CC&R's.

Action Required: Board Discussion

C. MAP

Action Required: Board Resolution

IX. NEXT MEETING

The next Open Session meeting of the Board of Directors is scheduled for June 9, 2014, 2014, at 6:30 PM. at the Aliso Viejo Conference Center, Aliso Viejo, CA 92656.

X. ADJOURNMENT

There being no further Open Session business to come before the Board, the meeting was adjourned at 7:27 p.m.

APPROVED: _____ DATE: _____