

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – OPEN SESSION
MONDAY, JANUARY 23, 2017

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

MINUTES

CALL TO ORDER

The Open Session meeting of the Board of Directors for the Seaway Collection Homeowners Association was called to order at 7:05 PM by general consent.

DIRECTORS PRESENT

Dan Rosenthal
Susan Bristol
Matt Lawler

DIRECTORS ABSENT

FIRST SERVICE RESIDENTIAL

Kasidy Schaub, CMCA, Community Manager

ANNOUNCEMENT - EXECUTIVE SESSION MEETING

In accordance with Civil Code 4935 (a) 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.

REPORTS

The following reports were reviewed and filed.

- A. Customer Service Report
- B. Architectural Log Report
- C. Management Report

HOMEOWNER FORUM

There were two (2) homeowners present to discuss items pertaining to the community violation enforcement and architectural approvals.

CONSENT CALENDAR

Motion: Rosenthal
Second: Bristol

Resolved: That the Board of Directors approved the Consent Calendar items A – D as presented.

A. Approval of Minutes – October 2016

Resolved: That the Regular Session minutes dated October 17, 2016 be approved as presented.

B. Financial Statement October 2016

Resolved: That the Board approves the October 31, 2016 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income of \$111.57 and year-to-date reserve funding of \$184,572.04 compared to the year-to-date reserve funding budget of \$181,770.00. The reserves are funded through October 31, 2016. The association has \$95,869.09 in operating funds, which represents 5.42 months of budgeted expenses and reserve contributions. The association has \$392,132.95 in reserve funds.

C. Financial Statement November 2016

Resolved: That the Board approves the November 30, 2016 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income of \$3,910.92 and year-to-date reserve funding of \$202,851.66 compared to the year-to-date reserve funding budget of \$199,947.00. The reserves are funded through November 30, 2016. The association has \$98,175.30 in operating funds, which represents 5.78 months of budgeted expenses and reserve contributions. The association has \$410,412.57 in reserve funds.

D. Financial Statement December 2016

Resolved: That the Board approves the December 31, 2016 end of the year financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income of \$24,719.40 and year-to-date reserve funding of \$221,140.40 compared to the year-to-date reserve funding budget of \$218,124.00. The reserves are funded through December 31, 2016. The association has \$115,574.38 in operating funds, which represents 6.81 months of budgeted expenses and reserve contributions. The association has \$401,119.51 in reserve funds.

The motion carried unanimously.

End Consent Calendar.

NEW BUSINESS

A. Architectural Review Agenda – 12 Wigeon Lane

Motion: Rosenthal
Second: Bristol

Resolved: That the Board of Directors approved the homeowners architectural application for the installation of a wrought iron gate.

The motion carried unanimously.

B. Landscape Proposal – 7 & 9 Cardinal

Motion: Lawler
Second: Bristol

Resolved: That the Board of Directors approve the proposal for the renovation of the front landscaping at 7 & 9 Cardinal, as submitted by Park West Landscape at a total cost of \$1,182.00. As the request was received from the homeowner, the Board determined that should the homeowner wish to pay 50% of the associated costs for the invoice the association will proceed with the removal and installation. Funds will be expensed from Operating GL Account #15502, Landscape Replacement, which has an annual budget of \$16,644.00 for the 2017 fiscal year.

The motion carried unanimously.

C. Tree Removal Proposal

Motion: Bristol
Second: Lawler

Resolved: That the Board of Directors approve the proposal for the removal of six (6) trees throughout the community that appear to be diseased or encroaching onto buildings or common area elements, as submitted by Great Scott Tree Service at a total cost of \$2,260.00. Funds will be expensed from Reserve GL Account #23124, Tree Trim Reserve, which has an available balance of \$16,534.37 as of December 31, 2016.

The motion carried unanimously.

D. Bluebird Cul-de-sac Renovation – Bench Proposal

Motion: Bristol
Second: Rosenthal

Resolved: That the Board of Directors approved the proposal from Alpha Regional for the installation of two (2) benches in the common area of the newly

renovated Bluebird cul-de-sac. The total charges for the installation and purchase of the benches is \$3,839.00. Seaway Collection will split the costs with the Laguna Audubon II Master Association, at a total cost of \$1,919.50.

Aye – Bristol, Rosenthal
Nay – Lawler

The motion carried with a majority.

E. Mailbox Repair Proposal

The Board of Directors did not make any formal decision pertaining to the replacement of the mailboxes at this time. Management has been directed to authorize Mailboxes R Us to repair the end caps on the various structures through the issuance of a work order.

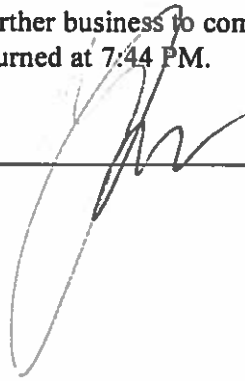
NEXT MEETING

The next Board of Directors meeting is tentatively scheduled for Wednesday, February 22, 2017 at 7:00PM at the Aliso Viejo Conference Center.

ADJOURNMENT

There being no further business to come before the Board of Directors in Open Session, the meeting was adjourned at 7:44 PM.

APPROVED: _____



DATE: _____

2/27/17