

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING – OPEN SESSION

WEDNESDAY, JULY 29, 2015

LAGUNA AUDUBON VISTAS CLUBHOUSE  
2 ALDER LANE, ALISO VIEJO, CA 92656

MINUTES

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DIRECTORS PRESENT

Dan Rosenthal  
Susan Bristol  
Matt Lawler

DIRECTOR ABSENT

FIRSTSERVICE RESIDENTIAL

Kasidy Schaub, Community Manager

CALL TO ORDER

The Open Session Meeting of the Seaway Collection Homeowners Association Board of Directors was called to order at 6:26 PM by general consent.

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, as specified in Civil Code.

HOMEOWNER FORUM

No homeowners were present.

COMMITTEE UPDATE & INVITED GUESTS

A. Annual Meeting

It was determined that quorum had not been met. As this was the third attempt at quorum, the election will be closed with no further attempts.

REPORTS

The following reports were reviewed and filed.

A. Customer Service Report

B. Landscape Report

C. Management Report

CONSENT CALENDAR

Motion: Rosenthal  
Second: Bristol

Resolved: That the Board of Directors approves Consent Calendar items A - D as presented.

A. Approval of Minutes - June 2015

Resolved: That the Open Session minutes dated June 17, 2015 be approved as presented.

B. Financial Statement – June 2015

Resolved: That the Board approves the June 30, 2015 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year to date net operating income of \$19,718.80 and year-to-date reserve funding of \$98,629.65 compared to the year-to-date reserve funding budget of \$96,072.00. The reserves are funded through June 30, 2015. The association has \$91,044.53 in operating funds, which represents 5.44 months of budgeted expenses and reserve contributions. The association has \$1,161,253.62 in reserve funds.

C. Lien Approval – Account #0036-01

Resolved: That the Board approves the authorization to place lien on the following account:

<b>Account Number</b>	<b>Total Amount Due</b>
0036-01	\$448.56

D. Foreclosure Documentation – APN #623-261-48

Resolved: Per California Civil Code 5705 (c), this item serves to document action taken by the Board in Executive Session to involve the association's collection attorney in delinquent account proceedings, which may result in foreclosure action by the association against the properties mentioned below:

**APN : 623-261-48**

The motion carried unanimously.

***End of Consent Calendar***

## UNFINISHED BUSINESS

### A. Roofing Project

Motion: Rosenthal  
Second: Lawler

Resolved: The Board of Directors agrees to proceed with Hoyt Roofing for the community wide roof replacement project. Management is to confirm with Hoyt that the pricing of the project will remain consistent, should the Board opt to divide the project over the course of two (2) years.

The motion carried unanimously.

### B. Architectural Review Guidelines

The Board of Directors tabled further consideration and adoption of the architectural guideline revisions until the next meeting.

## NEW BUSINESS

### A. Landscape Proposals

Motion: Rosenthal  
Second: Lawler

Resolved: The Board of Directors approve the two (2) proposals submitted by Park West Landscape for the trimming of the Caroliniana tree at 41-43 Cuervo at a total cost of \$80.00. In addition, the Board approved the renovation of the planter near the front of 52 Bluebird Ln. at a total cost of \$1,299.00, contingent on the homeowner contributing 25% of the associated costs. Funds will be expensed from Operating GL Account #15502, Landscape Replacement, which has a remaining balance of \$5,837.00 as of June 30, 2015.

The motion carried unanimously.

### B. Insurance Renewal

Motion: Rosenthal  
Second: Lawler

Resolved: The Board of Directors approve the Community Association Underwriters & QBE Insurance Group proposal, as submitted by LaBarre/Osknee for Property, Liability, Umbrella, Workers' Compensation, Fidelity Bond, and D&O Liability coverage at a total annual cost of \$42,697.00, Funds will be expensed from Operating GL Account #19107, Insurance, which has an annual budget of \$44,364.00.

The motion carried unanimously.

B. Architectural Review Agenda

Motion: Rosenthal

Second: Lawler

Resolved: The Board of Directors approved the following architectural application:

1. 8 Nutcracker – Landscape and Hardscape Modifications

Homeowner's application for rear and front landscape / hardscape modifications, to include artificial turf installation, is approved.

The motion carried unanimously.

NEXT MEETING

The next Open Session meeting of the Board of Directors is scheduled for Wednesday, August 19, at 6:30 PM at the Laguna Audubon Vistas Clubhouse.

ADJOURNMENT

There being no further Open Session business to come before the Board, the meeting was adjourned at 7:55 PM.

APPROVED:  DATE: 8/19/15