

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING – OPEN SESSION

WEDNESDAY, JUNE 17, 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 6:31 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.

COMMITTEE UPDATE & INVITED GUESTS

A. Annual Meeting

It was determined that quorum had not been met, the meeting will adjourn to the next regularly scheduled Board Meeting.

REPORTS

The following reports were reviewed and filed.

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

## HOMEOWNER FORUM

Emily Rosenthal was present to observe Homeowner Forum, but had no specific items to discuss with the Board.

## CONSENT CALENDAR

Motion: Rosenthal  
Second: Lawler

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

### A. Approval of Minutes - April 2015

Resolved: That the Open Session minutes dated April 22, 2015 be approved as presented.

### B. Financial Statement – April 2015

Resolved: That the Board approves the April 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 \$9,210.76 and year-to-date reserve funding of \$65,698.98 compared to the year-to-date reserve funding budget of \$64,048.00. The reserves are funded through April 30, 2015. The association has \$84,493.20 in operating funds, which represents 5.04 months of budgeted expenses and reserve contributions. The association has \$1,133,730.95 in reserve funds.

### C. Financial Statement – May 2015

Resolved: That the Board approves the May 31, 2015 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year to date net operating income of \$18,561.23 and year-to-date reserve funding of \$82,145.51 compared to the year-to-date reserve funding budget of \$80,060.00. The reserves are funded through May 31, 2015. The association has \$89,387.89 in operating funds, which represents 5.34 months of budgeted expenses and reserve contributions. The association has \$1,144,769.48 in reserve funds.

### D. Reserve Study Proposal

Resolved: That the Board approves the proposal submitted by Foresight Financial Services for the 2015 reserve study analysis in the amount of \$545.00. Funds will be expensed from Operating GL Account #19121, Reserve Study Consultant, which has an annual budget of \$924.00.

E. December 31, 2014 FYE Tax Return

Resolved: That the Board approves the tax return for the fiscal year ending December 31, 2014, as submitted by Vanderpol & Company.

The motion carried unanimously.

*End of Consent Calendar*

UNFINISHED BUSINESS

A. Roofing Project

The Board of Directors tabled further discussion regarding the community roof project until the next meeting. Management is directed to obtain comparative pricing from alternative roofing contractors.

B. Architectural Review Guidelines

Motion: Rosenthal  
Second: Lawler

Resolved: The Board of Directors appoints an Architectural Guideline review committee to oversee the revisions of the document. Those on the committee include Director, Susan Bristol and homeowner, Emily Rosenthal.

The motion carried unanimously.

NEW BUSINESS

A. Architectural Review Agenda

Motion: Bristol  
Second: Rosenthal

Resolved: The Board of Directors reviewed the architectural applications as follows:

1. 2 Cuervo Dr. – Satellite Dish – New Arc Mod Request

Resolved: The Board of Directors approved the new architectural modification request submitted by 2 Cuervo Drive for the installation of a satellite dish, contingent on the homeowner's acknowledgement of responsibility for damages related to the install or removal of the dish.

The motion carried unanimously.

B. Homeowner Correspondence

The Board of Directors reviewed correspondence from the following members:

Jaimey Tracey – 29 Blue Bird Ln. – “Doggie-Poop Sign”

The Board of Directors agreed that Park West Landscape should reimburse the homeowner for the damaged “doggie-poop” sign in the amount of \$10.00.

Jerry Greenwood – 52 Blue Bird Ln. – Drought Tolerant Plants

The landscape committee will be reviewing the homeowner’s front common area during the next community review to consider replacement with drought tolerant plant material.

Cheri Ikerd – 24 Blue Bird Ln. – Landscape Service Credit

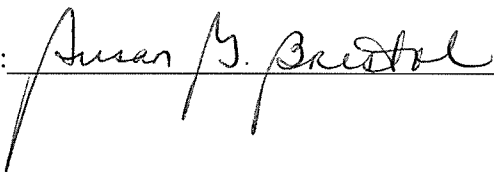
Homeowner has suggested that the Association seek reimbursement from Park West Landscape for not providing mowing services as contracted. The Board acknowledges the homeowner’s suggestion and will investigate.

NEXT MEETING

The next Open Session meeting of the Board of Directors is scheduled for Wednesday, July 15, 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 7:05 PM.

APPROVED:  DATE: 7/29/15