

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING – OPEN SESSION  
MONDAY, MAY 15, 2017

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

MINUTES

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CALL TO ORDER

The Open Session meeting of the Board of Directors for the Seaway Collection Homeowners Association was called to order at 7:04 p.m. by general consent.

DIRECTORS PRESENT

Dan Rosenthal  
Susan Bristol

DIRECTORS ABSENT

Matt Lawler

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.

COMMITTEE UPDATES AND INVITED GUESTS

A. Annual Meeting

Motion: Bristol  
Second: Rosenthal

Resolved: That the Board of Directors formally adjourn the 2017 Annual Membership meeting as quorum was not received after a total of 3 attempts to obtain quorum.

The motion carried unanimously.

## REPORTS

The following reports were reviewed and filed.

- A. Customer Service Report
- B. Landscape Report
- C. Architectural Log Report
- D. Insurance On-Site Review
- E. Transportation Corridor Agencies Briefing Announcement

## HOMEOWNER FORUM

The homeowners of 3 Bobwhite were in attendance to discuss their request for replacement rain gutter, as a result of the roofing project with Hoyt.

## CONSENT CALENDAR

Motion: Rosenthal  
Second: Bristol

Resolved: That the Board of Directors approved the Consent Calendar items A through E as presented.

The motion carried unanimously.

### A. Financial Statement – February 2017

Resolved: That the Board approves the February 28, 2017 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income of \$17,890.65 and year-to-date reserve funding of \$38,004.69 compared to the year-to-date reserve funding budget of \$37,804.00. The reserves are funded through February 28, 2017. The association has \$131,739.85 in operating funds, which represents 7.76 months of budgeted expenses and reserve contributions. The association has \$393,126.20 in reserve funds.

### B. Financial Statement – March 2017

Resolved: That the Board approves the March 31, 2017 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating (loss) of \$1,153.20 and year-to-date reserve funding of \$57,020.98 compared to the year-to-date reserve funding budget of \$56,706.00. The reserves are funded

through March 31, 2017. The association has \$123,744.21 in operating funds, which represents 7.29 months of budgeted expenses and reserve contributions. The association has \$395,893.14 in reserve funds.

C. Financial Statement April 2017

Resolved: That the Board approves the April 30, 2017 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating (loss) of \$785.94 and year-to-date reserve funding of \$76,040.21 compared to the year-to-date reserve funding budget of \$75,608.00. The reserves are funded through April 30, 2017. The association has \$121,164.32 in operating funds, which represents 7.14 months of budgeted expenses and reserve contributions. The association has \$414,912.37 in reserve funds.

D. Lien Approval

Resolved: That per the enclosed resolution dated May 3, 2017 Management is requesting authorization 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.

<u>Account Number</u>	<u>Total Amount Due</u>
0008-02	\$482.30
0118-01	\$503.10

E. Audit Approval Ratification

Resolved: That the Board of Directors ratify the approval of the Audit for the fiscal year ending December 31, 2016. The audit was distributed to the membership within the California Civil Code deadline.

*End Consent Calendar.*

NEW BUSINESS

A. Architectural Review Agenda

Motion: Bristol  
Second: Rosenthal

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

20 Nutcracker: Installation of pavers and landscaping in the rear yard

The motion carried unanimously.

B. Bluebird Cul de Sac Renovation

Motion: Bristol  
Second: Rosenthal

Resolved: That the Board of Directors approves the proposal for the renovation of the cul de sac on Bluebird as submitted by Alpha Regional at a total cost of \$8,414.00 with the anticipation that Laguna Audubon II will pay half of the cost, thus Seaway Collection would pay \$4,407.00.

The motion carried unanimously.

C. Fascia Painting Proposals

Motion: Bristol  
Second: Rosenthal

Resolved: That the Board of Directors approves the proposal for the painting of the fascia and eaves of the 88 homes located on the SW side of the community that received replacement roofs as submitted by Empire Works at a total cost of \$39,844.00. Funds to be expended from Reserve Account #23116, Trim Reserve, which has an available balance of \$8,103.73 as of April 30, 2017.

The motion carried unanimously.

D. Landscape Proposals

Motion: Bristol  
Second: Rosenthal

Resolved: That the Board of Directors approves the various landscape proposals as submitted by Park West Landscape. Funds to be expended from Operating Account #15502, Landscape Replacement, which has an available balance of \$13,598.00 as of April 30, 2017.

Location	Description	Cost
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13 Wigeon Lane	Renovate the corner planter	\$825.00
7 Wigeon Lane	Renovate the corner planter	\$725.00
19 Bluebird, 11 Cuervo, 4 Cuervo	Install 24" Box Cassia or Crape Myrtle	\$840.00
17 Cardinal	15-gallon Bougainvillea	\$120.00
3 & 5 Bluebird	Renovate the planter	\$1,055.00
Communitywide	Mulching	\$675.00
6 Bobwhite	24" Box Crape Myrtle	\$295.00

The motion carried with a majority.

E. Homeowner Maintenance Requests

1. 3 Bobwhite

The Board of Directors acknowledged the homeowner's presence at the meeting and discussed the replacement and repair of the roof rain gutters in the amount of \$425.00. The Board agreed to proceed and contact Hoyt Roofing to seek reimbursement as the repair was made in conjunction with the association's communitywide roofing project.

2. 3 Nutcracker

The Board of Directors tabled further consideration of the homeowner's request for the replacement of the entrance wall.

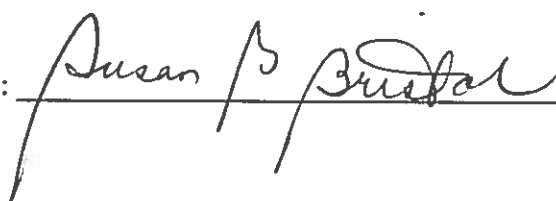
NEXT MEETING

The next Board of Directors meeting is scheduled for Monday, June 26, 2017 at 7:00 p.m. 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 7:52 p.m.

APPROVED:



DATE:

6/26/17