

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – OPEN SESSION
THURSDAY, SEPTEMBER 15, 2016

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 7:08 PM by general consent.

DIRECTORS PRESENT

Dan Rosenthal
Matt Lawler

DIRECTORS ABSENT

Susan Bristol

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. Landscape Report
- C. Roofing Project Report

HOMEOWNER FORUM

There were two (2) homeowners present to discuss items pertaining to the community roof project.

NEW BUSINESS

A. Approval of Minutes – August 2016

Motion: Rosenthal

Second: Lawler

Resolved: That the Regular Session minutes dated August 15, 2016 be approved as presented.

The motion carried unanimously.

B. Bulletin Board Proposals

Motion: Rosenthal

Second: Lawler

Resolved: That the Board of Directors approve the proposal for the installation of new bulletin boards, as submitted by ICON Construction at a total cost of \$1,120.00. Funds will be expensed from Operating GL Account #19132, Operating Contingency which has an available balance of \$13,651.72 as of July 31, 2016.

The motion carried unanimously.

C. Landscape Proposals

Motion: Rosenthal

Second: Lawler

Resolved: That the Board of Directors approve the proposals submitted for the renovation of the common area planters 14 Nutcracker, as submitted by Park West Landscape at a total cost of \$859.00. Funds will be expensed from Operating GL Account #15502, Landscape Replacement which has an available balance of \$8,447.50 as of July 31, 2016.

The Board tabled further consideration of the proposal for 8 Pinyon Jay until the correlating proposal for the tree removal in the planter is also received from Park West Landscape.

The motion carried unanimously.

D. Tree Installation Proposal

Motion: Lawler

Second: Rosenthal

Resolved: That the Board of Directors approve the proposal for the replacement and installation of various trees in the community, as submitted by Park West at a total cost of \$1,060.00. The proposal includes the installation of a 24" Cassia tree at 40 Bluebird and 24" Crape Myrtle trees at 51 & 53 Cuervo,

30 & 32 Nutcracker, and 17 & 19 Cuervo. Funds will be expensed from Operating GL Account #15504, Tree Maintenance which has an available balance of -\$5,314.00 as of July 31, 2016.

The motion carried unanimously.

E. Draft Reserve Study FYE 2016

The Board of Directors requested that the roofing maintenance life remaining be adjusted from 2 years to 5 years. Management has been directed to work with Strategic Reserves to receive the edited reserve study for the Board's approval at the October meeting.

F. 1 Bobwhite – Wall Repair

Motion: Lawler
Second: Rosenthal

Resolved: That the Board of Directors approve the proposal for repair of the common area wall near 1 Bobwhite Lane, as submitted by Cox Contracting at a total cost of \$1,545.00. Funds will be expensed from Reserve GL Account #23127, Fencing Reserve which has an available balance of \$142,338.66 as of July 31, 2016.

The motion carried unanimously.

NEXT MEETING

The next Board of Directors meeting is tentatively scheduled for Monday, October 17, 2016 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 7:43PM.

APPROVED: DM PAA DATE: 10/17/16