

SEAWAY COLLECTION HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – OPEN SESSION

WEDNESDAY, APRIL 22, 2015

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

MINUTES

DIRECTORS PRESENT

Dan Rosenthal
Susan Bristol

DIRECTOR ABSENT

Matt Lawler

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 7:37 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.

B. Park West Landscape – Community Landscape Review / Drought Update

Jaime Santana with Park West Landscape was in attendance and discussed the possibility of upgrading the community sprinkler heads and controllers in response to drought regulations.

REPORTS

The following reports were reviewed and filed.

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

HOMEOWNER FORUM

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

CONSENT CALENDAR

Motion: Bristol
Second: Rosenthal

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

A. Approval of Minutes - March 2015

Resolved: That the Open Session minutes dated March 18, 2015 be approved as presented.

C. Financial Statement – March 2015

Resolved: That the Board approves the March 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 \$4,709.10 and year-to-date reserve funding of \$49,254.37 compared to the year-to-date reserve funding budget of \$48,036.00. The reserves are funded through March 31, 2015. The association has \$83,849.78 in operating funds, which represents 5.01 months of budgeted expenses and reserve contributions. The association has \$1,119,708.34 in reserve funds.

D. Lien Approl – Account 0104-01

Resolved: That the Board approves the authorization to place a lien on the following account should the delinquent assessments not be paid within the time period established in the intent to lien letter.

Account Number	Total Amount Due
0104-01	\$442.20

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 May meeting. Management anticipates a full financial analysis for the Board's review at the May meeting.

B. Community Concrete Maintenance

Motion: Bristol
Second: Rosenthal

Resolved: The Board of Directors approved the proposal submitted by CT&T for the recommended repairs of the various driveway areas throughout the community at a total cost of \$21,000.00. Funds will be expensed from Reserve GL Account #23130, Contingency Reserve, which has an available balance of \$11,446.77 as of March 31, 2015.

The motion carried unanimously.

C. Architectural Guideline Revision

The Board of Directors tabled further discussion and review of the Architectural Guideline revisions to the May meeting.

NEW BUSINESS

A. Mulch Proposal

Motion: Bristol
Second: Rosenthal

Resolved: That the Board of Directors approve the proposal for community-wide mulching, as submitted by Park West Landscape for a total cost of \$6,300.00. Funds will be expensed from Operating GL Account #15600, Mulching, which is not a budgeted expense.

The motion carried unanimously.

B. Landscape Proposals

Motion: Bristol
Second: Rosenthal

Resolved: The Board of Directors approved the proposals submitted by Park West Landscape for various items throughout the community including:

renovation of the planter between 19 & 21 Cardinal, renovation of the planter at 34 Bluebird, renovation of the planter at 3 Cuervo, renovation of the planter at 11 Nutcracker, and renovation of the planter at 28 & 26 Nutcracker for a total cost of \$3,787.00. Funds will be expensed from Operating GL Account #15502, Landscape Replacement, which has an available balance of \$9,547.50 as of March 31, 2015.

In addition, that the Board of Directors approved the proposals submitted by Park West Landscape for the installation of two (2) 24" Crape Myrtle trees at 55 & 57 Bluebird and 5 & 7 Bluebird for a total cost of \$570.00. Funds will be expensed from Reserve GL Account #23124, Tree Trim Reserve, which has an annual budget of \$7,500.00.

The motion carried unanimously.

C. Seasonal Color Bed Proposals

The Board of Directors agreed to table further discussion and consideration of seasonal color beds in the community until January of 2016.

D. Architectural Review Agenda

Motion: Bristol
Second: Rosenthal

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

1. 22 Cardinal Ave – Solar Panels/Equipment – Notice of Completion

Resolved: The Board of Directors approved the notice of completion submitted by 22 Cardinal Avenue for the installation of solar panels and equipment.

2. 26 Cardinal Ave – Fence/ Gate – Notice of Completion

Resolved: The Board of Directors approved the notice of completion submitted by 26 Cardinal Avenue for the installation of a new courtyard gate.

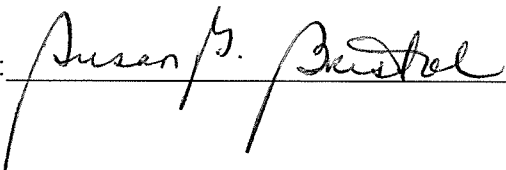
The motion carried unanimously.

NEXT MEETING

The next Open Session meeting of the Board of Directors is scheduled for Wednesday, May 20, 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 9:19 PM.

APPROVED:  DATE: 7/29/15