

**ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
MARCH 26, 2013
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BOARD MEMBERS PRESENT: Jess Craig – President
Jerry Dotson – Vice President
Bud Grandsaert – Treasurer
Sandy Printer – Secretary

BOARD MEMBERS ABSENT: Hector Macias – Member at Large

MANAGEMENT REPRESENTATIVE: Greg Oymaian, CCAM
Keystone Pacific Property Management, Inc.

ITEMS DISCUSSED IN EXECUTIVE SESSION – FEBRUARY 26, 2013

Approved the Executive Minutes – January 22, 2013

CALL TO ORDER

The General Session meeting of the Altezza at Newport Coast Homeowners Association was called to order by President, Jess Craig at 6:35 P.M. at the Coastal Canyon Facility, 6700 Ridge Park, Newport Beach, CA 92660. Roll Call and Proof of Notice was recorded by Management on behalf of the Board of Directors.

HOMEOWNER FORUM

No homeowners were in attendance.

GUEST SPEAKER

Dean Morrison attended to and discussed the completed roof maintenance as well as the algae issue on the roofs. Dean will remove four (4) tiles from a conspicuous area and test them with a spray product intended to remove algae. Russell Hoffman with JWC also attended the meeting and provided an update on the wood repair.

CONSENT CALENDAR

- A. **General Session Meeting Minutes – Resolved**, to ratify the action taken and approve the February 26, 2013 General Session Meeting Minutes as submitted.

ITEMS OF UNFINISHED/NEW BUSINESS

- A. **Financial Statement** – A motion was made, seconded and carried to approve the February 28, 2013 financial statement and the financial variance report.
Motion carried 4/0
- B. **Maturing Reserve Investment** – A motion was made, seconded and carried to approve closing the CD that matures on April 23, 2013 and open a new Morgan Stanley Account. The Board signed a new signature card for Opres Bank and signed a waiver for Morgan Stanley to reduce their annual fees.
Motion carried 4/0

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- C. Grants Landscape Proposal** – A motion was made, seconded and carried to approve the proposal from Grant’s Landscape generated from the landscape walk on March 12, 2013 for various plant materials and locations for a total cost \$730.00. **Motion carried 4/0**
- D. Homeowner Requests / Correspondence – Coyote Removal** – A motion was made, seconded and carried to deny the homeowner’s request to hire an animal control company to remove the coyote’s from the community. Management will obtain information and post it in the newsletter for homeowners to call animal control when they spot a coyote in the community. **Motion carried 4/0**
- E. Disaster Preparedness** – A motion was made, seconded and carried to approve a proposal to prepare a manual up to \$1,500.00 that informs homeowners how to turn off appliances, gas, water, etc...in case of an emergency. **Motion carried 4/0**
- F. Insurance Policy Package/Earthquake Premium – Borrowing from Reserves** – A motion was made, seconded and carried to approve borrowing from the Reserve account to pay the insurance and earthquake premium balance in full. **Motion carried 4/0**
- G. Newsletter Items** – Coyote information and wood repairs.
- H. Next Meeting Agenda Discussion** – No action required.
- I. Next Meeting Date** – The next meeting date is set for Tuesday, April 23, 2013 at 6:30 P.M.

ADJOURNMENT

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

ACCEPTED: _____

Sandra D. Prunter DATE: 4-23-13