

**ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
MAY 28, 2013
PAGE 1 OF 2**

BOARD MEMBERS PRESENT: Jess Craig – President
Jerry Dotson – Vice President
Bud Grandsaert – Treasurer
Hector Macias – Member at Large

BOARD MEMBERS ABSENT: None

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

ITEMS DISCUSSED IN EXECUTIVE SESSION – April 23, 2013
Approved the Executive Minutes – March 26, 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.

CONSENT CALENDAR

- A. **General Session Meeting Minutes – Resolved**, to ratify the action taken and approve the April 23, 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 April 30, 2013 financial statement and the financial variance report.
Motion carried 4/0
- B. **Maturing Reserve Investment** – A motion was made, seconded and carried to close the Morgan Stanley CD that matures on June 20, 2013, and keep the funds liquid until the next board meeting on June 25, 2013. **Motion carried 4/0**
- C. **Wrought Iron Fence Replacement/ Spa Gate Replacement** – A motion was made, seconded and carried to table the proposal from Fence Menders. Management will have the spa gate proposal revised to complete repairs and not for replacing the gate. **Motion carried 4/0**
- D. **Wood Repair/Wrought Iron Repair Proposal** – A motion was made, seconded and carried to have management approve, in between meetings, additional work order requests, during the wood and wrought iron repair project, up to \$2,500.00.
Motion carried 4/0

**ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
MAY 28, 2013
PAGE 2 OF 2**

- E. Grants Landscape Proposal** – A motion was made, seconded and carried to approve the proposal from Grant's Landscape for various items throughout the community for a total cost \$475.00. **Motion carried 4/0**

- F. California Gate Remote Control** – A motion was made, seconded and carried to approve to have management purchase and facilitate 10+ gate remotes from California Gate and provide them to homeowners when needed, at a cost of 50.00 each. **Motion carried 4/0**

- G. Fire Alarm Monitoring System** – Mary with Simplex Grinnell attended the meeting and will inspect the fire panels throughout the community for monitoring purposes. Simplex Grinnell will provide a proposal to install phone lines in the fire panels for monitoring. **Motion carried 4/0**

- H. Homeowner Request** – A motion was made, seconded and carried to approve to have management purchase a "keep closed" sign to be installed on the Terraza Drive fire gate. **Motion carried 4/0**

- I. Annual Election Notice/Ballot Mail Out** – A motion was made, seconded and carried to have management mail the election ballots to the membership on Friday, July 26, 2013, which is 32 days prior to the election. **Motion carried 4/0**

- J. Annual Election Record Date** – A motion was made, seconded and carried to set the election record date for July 12, 2013, which is 46 days prior to the election. **Motion carried 4/0**

- K. Inspector of Election** – A motion was made, seconded and carried to appoint a representative from Keystone Pacific as Inspector of Election for the August 27, 2013 Annual Election. **Board Discussion/Decision**

- L. Newsletter Items** – No action required.

- M. Next Meeting Agenda Discussion** – No action required.

- N. Next Meeting Date** – The next meeting date is set for Tuesday, June 25, 2013 at 6:30 P.M. The location of the meeting will be the Coastal Canyon Facility in Newport Coast.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:50 P.M. to Executive Session.

ACCEPTED: _____

DATE: _____

6-25-2013