

**ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES**

NOVEMBER 19, 2013

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

BOARD MEMBERS ABSENT: None

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

ITEMS DISCUSSED IN EXECUTIVE SESSION – October 22, 2013

Approved the Executive Minutes – September 24, 2013

Holiday Bonuses

GUEST SPEAKER – Russell Hoffman with Jon Wayne Construction attended the meeting and advised the Board that the wood repair and painting project is complete. Brandon with A2Z Leak detection attended the meeting to discuss the gas line repair on Ultima and will provide competitive pricing in the future.

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

There was one homeowner present to discuss the trees planted in between the lower Association, Trovare and Altezza. The homeowner obtained one proposal from Valley Crest to remove the trees.

CONSENT CALENDAR

- A. **General Session Meeting Minutes – Resolved**, to ratify the action taken and approve the October 22, 2013 General Session Board Meeting minutes as submitted.
- B. **Emergency Action Without Meeting Minutes – Resolved**, to ratify the action taken and approve the Emergency Action Without Meeting Resolution dated October 16, 2013, approving the proposal from 4 Pals Plumbing to repair the leaking gas line at 11 Ultima, in the amount of \$2,575.00.

ITEMS OF UNFINISHED/NEW BUSINESS

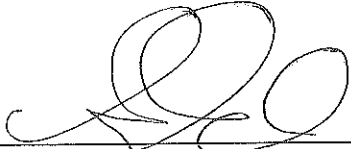
- A. **Annual Election Seating of the Board** – A motion was made, seconded and carried to seat the Board of Directors as follows:
President: Jess Craig
Vice President: Jerry Dotson
Treasurer: Bud Grandsaert
Secretary: Sue Crider
Member at Large: Hector Macias
Motion carried 5/0

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- B. Financial Statement** – A motion was made, seconded and carried to approve the October 31, 2013 financial statement. **Motion carried 5/0**
- C. Light Maintenance Service** – A motion was made, seconded and carried to approve the proposal from Pacific Crest Electric, for light maintenance throughout the community, in the amount of \$750.00 per month. This is an all inclusive contract. **Motion carried 5/0**
- D. Three Phase Electric** – A motion was made, seconded and carried to table the two (2) proposals from Three Phase Electric and Pacific Crest Electric for a light pole repair/replacement. **Motion carried 5/0**
- E. Grant's Landscape Sycamore Tree Report** – The Board reviewed the report prepared by Grant's Landscape and will monitor the two (2) Sycamore trees on Lucania Drive. **Motion carried 5/0**
- F. Grants Landscape Proposal** – A motion was made, seconded and carried to approve two (2) proposals from the November landscape walk, for various items throughout the community, in the amount of \$1,051.00 and \$1,502.00. **Motion carried 5/0**
- G. Trees on Trovare – 5 Riva** – The homeowner attended the board meeting. A motion was made, seconded and carried to approve sending an approval letter to Trovare, for tree removal from the slope near the Altezza property line, pending the homeowner hire a geologist to ensure the slope is stable after the trees are removed from the slope. **Motion carried 5/0**
- H. Newport Coast Community Association Master** – A motion was made, seconded and carried to have management send a letter to NCCA and advise the Board that Altezza would like to cooperate with the tree replacement on Vista Ridge Drive. The Altezza Board is interested, but would like to understand the area of tree replacement. **Motion carried 5/0**
- I. Stucco Repair throughout the Community** – A motion was made, seconded and carried to table this discussion for next fiscal year. **Motion carried 5/0**
- J. Next Meeting Agenda Discussion** – No action required
- K. Next Meeting Date** – The next meeting was re-scheduled from Tuesday, December 24, 2013 at 6:30 P.M. to Tuesday, January 28, 2014. The location of the meeting will be the Coastal Canyon Facility in Newport Coast. **Board Discussion/Decision**

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:00 P.M. to Executive Session to discuss minutes, delinquencies and personnel.

ACCEPTED:  DATE: 1/28/14