

**ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
OCTOBER 27, 2015
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BOARD MEMBERS PRESENT:

Hector Macias – President
Jerry Dotson – Vice President
Sue Crider – Secretary
Bud Grandsaert – Member at Large

BOARD MEMBERS ABSENT:

David Canaday – Treasurer

MANAGEMENT REPRESENTATIVE:

Greg Oymaian, District Manager
Keystone Pacific Property

Management, Inc.

ITEMS DISCUSSED IN EXECUTIVE SESSION – September 29, 2015

Approved the Executive Minutes – August 25, 2015
Hearing for Non-Compliance of the Governing Documents
Delinquency Report – No action required

CALL TO ORDER

The General Session meeting of the Altezza at Newport Coast Homeowners Association was called to order by the Board President, Hector Macias, at 6:30 P.M. at the Coastal Canyon Facility, 6700 Ridge Park, Newport Coast, CA 92660. Roll Call and Proof of Notice was recorded by Management on behalf of the Board of Directors.

HOMEOWNER FORUM

One homeowner attended the Homeowner Forum to express his interest in filling the upcoming vacancy on the Board of Directors.

ALTEZZA AT NEWPORT COAST – Board Issues/Updates – The Board is considering adding flood lights to the newly planted olive trees on the NCCA property located next to the Altezza entrance. The NCCA may allow Altezza to install the flood lights as long as the lights are connected to Altezza's power supply and not the NCCA power.

CONSENT CALENDAR

- A. **Approval of the September 29, 2015 General Session Meeting Minutes – Resolved**, to ratify the action taken and approve the September 29, 2015 General Session Board Meeting minutes as submitted.

ITEMS OF UNFINISHED/NEW BUSINESS

- A. **Financial Statement** – A motion was made, seconded and carried to accept the September 30, 2015 financial statement as submitted. **Motion carried 5/0**
- B. **New CD** – A motion was made, seconded and carried not to open a new CD from the OC Business Bank, as the amount is still under the FDIC limit. **Motion carried 5/0**

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- C. CD Maturation** – A motion was made, seconded and carried to roll the First Foundation CD that matured on October 25, 2015, to a new 18 month term at .70 basis points. **Motion carried 5/0**
- D. 2016 Draft Reserve Study** – A motion was made, seconded and carried to approve the revised draft reserve study for the fiscal year 2016, prepared by Advanced Reserve Solutions. **Motion carried 5/0**
- E. 2016 Draft Budget** – A motion was made, seconded and carried to approve the 2016 draft budget and the deferred maintenance disclosure. The monthly assessments will remain the same at \$450.00 per month, per unit. **Motion carried 5/0**
- F. Keystone Pacific Annual Budget Increase** – The Board acknowledged the proposed budget increase from Keystone Pacific Property Management, for the fiscal year 2016, for the amount of \$15.00 per month.
- G. Delinquency Resolution** – A motion was made, seconded and carried approve to mail the delinquency resolution to the Membership for a 30 day comment period. **Motion carried 5/0**
- H. 2015 Annual Inspection Report** – A motion was made, seconded and carried to accept the 2016 annual inspection report as submitted. **Motion carried 5/0**
- I. Grants Landscape Proposal – Lawn Scalp** – A motion was made, seconded and carried to approve the proposal from Grant’s Landscape to scalp the lawn and over seed the lawn areas at the entrance to the community, Riva Drive and Mattina Drive, in the amount of \$500.00. **Motion carried 5/0**
- J. Roof and Gutter Cleaning, Maintenance and Inspection Proposal** – A motion was made, seconded and carried to table the proposal from Antis Roofing. The Board would like a proposal from Antis Roofing to include an estimate to inspect four (4) buildings, with pictures. The Board also would like a representative from Antis Roofing to attend the next board meeting. **Motion carried 5/0**
- K. Window Replacement Due to Water Leak – 9 Domani** – A motion was made, seconded and carried to approve the proposal from Andrews Contracting to replace the two (2) windows at 9 Domani, which are leaking in and around the window frame, for an amount of \$7,100.00. **Motion carried 5/0**
- L. Landscape Holiday Bonus** – A motion was made, seconded and carried to approve the following holiday bonuses. **Motion carried 5/0**

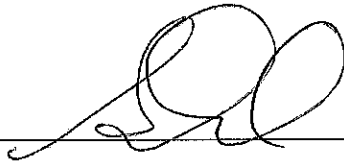
1.	Jaime Pompa (Grant’s Landscape - Supervisor)	\$250.00
2.	Victor Perez (Grant’s Landscape - Onsite Foreman)	\$300.00
3.	Eutimio Domingo (Grant’s Landscape - Onsite Staff)	\$175.00
4.	Greg Oymaian (Keystone Pacific)	\$400.00

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- M. Front Entry Door and Street Light Pole Color Discussion** – This item was tabled.
- N. Architectural Report and Decisions** -- No action required.
- O. Newport Coast Community Association Master** – The mulch on the NCAA property was completed by the Master Association.
- P. Next Meeting Agenda Discussion** – No action taken.
- Q. Next Meeting Date** – The next meeting is scheduled for Tuesday, November 24, 2015 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 7:45 P.M. to Executive Session to discuss minutes.

ACCEPTED:  DATE: Nov 24, 2015