

**ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
MARCH 22, 2016  
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**BOARD MEMBERS PRESENT:**

Hector Macias – President  
Jerry Dotson – Vice President  
Sue Crider – Secretary  
David Canaday – Treasurer  
Roger Naff – Member at Large

**BOARD MEMBERS ABSENT:**

None

**MANAGEMENT REPRESENTATIVE:**

Greg Oymaian, District Manager  
Keystone Pacific Property Management, Inc.

**ITEMS DISCUSSED IN EXECUTIVE SESSION – February 23, 2016**

Approved the Executive Minutes – January 26, 2016  
Hearing for Non-Compliance of the Governing Documents  
Delinquency Report – No action required  
Legal Discussion

**HOMEOWNER FORUM**

There was one homeowner in attendance to address architectural standards.

**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 6:35 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.

General Session closed at 7:05 p.m. to enter into Executive Session.

General Session re-opened at 7:10 p.m.

**CONSENT CALENDAR**

- A. Approval of the February 23, 2016 General Session Meeting Minutes – Resolved,** to ratify the action taken and approve the February 23, 2016 General Session Board Meeting minutes as submitted.

**ITEMS OF UNFINISHED/NEW BUSINESS**

- A. Financial Statements –** A motion was made, seconded and carried to approve January 31, 2016 and February 29, 2016 financial statements and variance reports as submitted. **Motion carried 5/0**
- B. 2015 Draft Audit –** A motion was made, seconded and carried to approve the 2015 draft audit as submitted. **Motion carried 5/0**

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- C. Utility Box Painting Proposal – Various Items Throughout** – A motion was made, seconded and carried to table the proposal from Brooker Associates to paint the utility boxes (16) throughout the community. Another inspection will be conducted during the next landscape walk in April 2015. **Motion carried 5/0**
- D. Grants Landscape Proposals – Various Items Throughout** – A proposal was not available, so no action was taken.
- E. Grants Landscape Proposal – Coral Tree Trimming** – A motion was made, seconded and carried to approve the proposal from Grant’s Landscape to trim and reduce fifty two (52) Coral trees throughout the community, in the amount of \$4,340.00. **Motion carried 5/0**
- F. Antis Roofing – Chimney Cap Coating Proposals** – A motion was made, seconded and carried to table the proposal from Antis Roofing to coat 116 chimney caps and replace one (1) at 17 Riva Drive.
- G. Landscape Arborist** – The Board acknowledged the arborist’s report and will discuss the items during the April landscape walk, based on the proposal provided by Grant’s Landscape.
- H. Insurance Renewal Proposals** – A motion was made, seconded and carried to approve the General Liability and Earthquake Insurance proposal submitted by Armstrong/Robitaille/Riegle. **Motion carried 5/0**
- I. New Light Fixture Replacement – 4 Mattina** – A motion was made, seconded and carried to approve the proposal from Pacific Crest Lighting to add a new light fixture at 4 Mattina, in the amount of \$500.00. **Motion carried 5/0**
- J. Architectural Report** – A motion was made, seconded and carried to approve the architectural application submitted by 27 Ultima Drive for a kitchen remodel and new flooring in the downstairs area. **Motion carried 4/1 – Hector Abstained**
- K. Homeowner Wall Crack Concern at 19 Terraza Drive** – A motion was made, seconded and carried not to repair the glass panel wall cracks at this time. The glass panel wall cracks will be addressed during the next painting project in 2018. **Motion carried 5/0**
- L. Newport Coast Community Association Master** – The Board advised to obtain the new olive tree sprinkler invoice and send it to the NCCA for reimbursement as agreed.
- M. Next Meeting Agenda Discussion** – No action taken.
- N. 3 Riva Drive - Homeowner Main Water Line Request for Reimbursement** – The homeowner’s main water line, located in common area, was broken and leaking water. The plumber confirmed that the pipe was broken due to a common area tree root. A motion was made, seconded and carried to reimburse the homeowner, \$1,200.00 for the plumbing repairs. **Motion carried 5/0**

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- O. **Next Meeting Date** – The next meeting was rescheduled to Tuesday, May 3, 2016 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 7:55 P.M. to Executive Session to discuss minutes and hearings for non-compliance of the Governing Documents.

ACCEPTED: \_\_\_\_\_



DATE: \_\_\_\_\_

5/3/2016