

**ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
SEPTEMBER 27, 2016
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BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT:

None

MANAGEMENT REPRESENTATIVE:

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

ITEMS DISCUSSED IN EXECUTIVE SESSION – August 23, 2016

Approved the Executive Minutes – July 26, 2016
Delinquency Report
Legal Discussion Architectural
Hearing for Non Compliance of the Governing Documents
Parking Issues

HOMEOWNER FORUM

One homeowner was in attendance to discuss the parking issues in the community as well as the short term rental issues.

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.

General Session closed at 6:40 p.m. to enter into Executive Session.

General Session re-opened at 7:00 p.m.

CONSENT CALENDAR

- A. **Approval of the August 23, 2016 General Session Meeting Minutes – Resolved**, to ratify the action taken and approve the August 23, 2016 General Session Board Meeting minutes as submitted.
- B. **Financial Statement – Resolved**, to accept the August 31, 2016 financial statement as submitted.

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ITEMS OF UNFINISHED/NEW BUSINESS

- A. Annual Election Seating of the Board and Executive Committee** – A motion was made, seconded and carried to seat the Board of Directors as follows:

Board of Directors

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

Executive Committee

Hector Macias
Jerry Dotson

Motion carried 5/0


- B. Keystone Pacific Annual Budget Increase** – A motion was made, seconded and carried to approve the budget increase from Keystone Pacific Property Management, for the fiscal year 2017. The fee represents a 3% increase or \$56.00 per month. **Motion carried 5/0**
- C. 2017 Draft Budget** – A motion was made, seconded and carried to approve the 2017 draft budget without an increase, budget justifications and the deferred maintenance disclosure. The monthly assessments will remain the same at \$450.00 per month, per unit. **Motion carried 5/0**
- D. Grants Landscape Proposals – Lawn Scalp** – A motion was made, seconded and carried to approve the proposal from Grant's Landscape, to scalp the lawn, apply starter fertilizer and over seed with Perennial Rye Grass, in the amount of \$550.00. **Motion carried 5/0**
- E. Grants Landscape Proposals – Various Items Throughout Community** – A motion was made, seconded and carried to approve the proposal from the August 2016 landscape walk from Grant's Landscape, for various items throughout the community, in the amount of \$1,037.00. **Motion carried 5/0**
- F. Annual Roof Maintenance Proposals** – This item was tabled until January 2017.
- G. In-House Check Signing** – A motion was made, seconded and carried to have the Altezza Board members sign all hard copy checks. **Motion carried 5/0**
- H. 21 Lucania – Cracked Sidewalk Replacement Proposal** – This item was tabled so that Management can obtain additional proposals.
- I. 27 Lucania – Homeowner Request to Waterproof the Stucco Water Near the Slope** – A motion was made, seconded and carried to deny the homeowner of 27 Lucania request to waterproof the stucco wall in the back of the unit near the slope. The Board will make repairs of the buildings based on the annual reserve study recommendation. **Motion carried 5/0**

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- J. Front Entry Door Staining** – This item was tabled so that Management can contact the previous contractor who stained the entry doors and obtain additional information as to what product was used in 2010.
- K. Asphalt Repairs and Slurry Seal** – This item was tabled until March 2017.
- L. Architectural Report and Decisions** – No action required in General Session.
- M. Newport Coast Community Association Master** – Board members Hector Macias and Roger Naff may attend the September 27, 2016 NCCA board meeting to discuss the pine trees on Vista Ridge.
- N. Next Meeting Agenda Discussion** – No action taken.
- O. Next Meeting Date** – The next meeting is scheduled for Tuesday, October 25, 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 8:30 P.M. to Executive Session.

ACCEPTED:  DATE: 10/25/16