

**The Club Homeowners Association
Board of Directors Meeting
Join Via Zoom**

<https://us06web.zoom.us/j/82605508406?pwd=c1F2U0NGblpUMINkc0svTTBwbWFqZz09>

MEETING ID: 814 4864 1396 PASSCODE: 353418

Thursday, September 5, 2024

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Board Members Present

Bill Mcleod, President
Stephen Lauria, Vice President
Tim Harrison, Treasurer
Josh Tolar, Member at large,

Board Members Absent

Michelle Huber, Secretary

**Seabreeze Management
Company**

Stephanie Hale, Community Manager

1. Call to Order

As a quorum was present, the Board of Directors General Session Meeting was called to order at 7:02 PM. The notice and agenda were posted at the designated location within the community at least four (4) days prior to the meeting in accordance with California Civil Code.

**2. Executive Session
Disclosure**

The Board of Directors met in Executive Session before General Session to discuss approval of executive minutes, delinquency matters, member discipline, personnel matters, legal matters, and formation of contracts.

3. Owner Forum

In accordance with State Statute, the homeowners present were given an opportunity to address the Board of Directors. Trees needing to be replanted on Courtside.

4. Consent Calendar

A resolution was made, seconded, and carried to approve the following calendar items.

**A. General Session
Minutes**

The Board reviewed the minutes from the August 1, 2024, The Club General Session meeting. A motion was made, seconded, and carried to approve the August 1, 2024, meeting minutes,

6. Committee Reports.

**A. Courtside Committee
Minutes**

The Board reviewed the minutes from the August 15, 2024, Courtside Committee meeting. A motion was made, seconded, and carried to approve the August 15, 2024, meeting minutes,

- Recommend approval of payment form for paid guest parking. (attached)
- Recommend deleting suggested new email.
- Recommend appointing Critina Cirra to the Architectural Committee.

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B. Finance Committee

The Board reviewed the minutes from the August 15, 2024, finance committee meeting. A motion was made, seconded, and carried to approve the following action.

- Approve the July 2024 Financials.
- Continue to require the use of the “Reserve/Operational Funds Expenditure Request Forms” to identify funding for Reserve and/or Operational HOA fund expenditures for all new HOA projects. Direct that all project components be included in bids presented to HOA Board, including all new irrigation components for new landscape projects.
- Approve Reserve Fund withdrawals made in July 2024, as noted in the attached Reserve Payments listing.
- Approve the Finance Committee’s July 18, 2024, minutes.
- Continue to be aggressive in the HOA’s collection of delinquent accounts.
- The Finance Committee requests that in future the HOA Board require all project requests to follow the established HOA review process before approving projects.
- Note the high cost of water for the HOA for the months of May/June. Request Landscape Committee to explore options with Park West to minimize water usage including reducing watering to 3 days a week or to every other day. The Committee also recommends a policy regarding grouping or delaying very minor irrigation repairs to the days Park West is already on site to reduce the number of special trips needed from Park West, trips which currently incur a minimum charge of \$400 per trip regardless of how minor the repair.
- Provide the Finance Committee a copy of the 2023 tax returns, once signed.

C. Landscape Committee

The Board reviewed the minutes from the June 11, 2024, Landscape Committee meeting. A motion was made, seconded, and carried to approve the June 11, 2024, meeting minutes,

- Review Procedure: Clarify the procedure for reviewing landscape proposals:
 1. Landscape need identified by committee, homeowner request, or Courtside/Vista committee request.
 2. Request proposal from Park West.
 3. Park West sends proposal to Seabreeze Management.
 4. Seabreeze Management forwards proposal to Landscape Committee.
 5. Landscape Committee reviews and forwards recommendations to the board for action (Courtside or Vista proposals; Common area proposals reviewed by committee and sent to board).

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- North Park Tree Replanting: Recommend rejecting proposals for tree replanting in North Park (Proposal #112070: \$3,828.12; Proposal #112072: \$9,617.80) in favor of allocating funds to other areas needing care and maintenance.
 1. AB 1572 Compliance: Investigate water-saving landscaping options and consider reducing green turf and the planting of new trees in areas in response to AB 1572, which regulates potable water use for nonfunctional grass at commercial, industrial, municipal, and institutional properties. We need to investigate if the HOA falls under this category before performing large projects that may need to be torn out due to this bill.
- Backflow Proposal: Eddie from Park West reported that the backflow proposal is being revised. Once revised, it will be forwarded to the committee for review and recommendations.

D. Single Family Committee

No minutes or recommendations were provided.

E. Vista Committee Minutes

Recommendation: At this time, it would be appropriate for the Board to approve the enclosed Vista Committee Meeting Minutes from August 13, 2024, Recommendations for patio covers:

- Approve Park West Proposal # 116941: to fill in bare planter next to dumpster where Danville and Mansfield meet in the amount **not to exceed** \$1,825.00. Payment is to be taken out of Vista's Park West credit.
- Approve Park West Proposal # 116958: fill in bare area behind homes on Mansfield 748-780 planter is next to greenbelt, in the amount **not to exceed**. \$1625.00 Payment is to be taken out of Vista credit with Park West.
- Approve Antis Proposal #A52188: Annual Roofing inspection and cleaning in the amount of \$6,450.00 (2nd roof cleaning March or April)
- Approve the appointment of the following: Nicole Moreno to the Landscape Committee and Ashu Rao to the Architectural Committee.
- Approve the hiring of Patrol One as Vista's Patrol and Towing Company- This Action was tabled by the Board. The Board will hold a special meeting to discuss recommendations.
- Approve for publication and public comment the revised Vista Special Rule (Parking). This action was tabled for further discussion.
- Instruct Park West to notify the Landscape Committee when the tree walk is to take place.

F. Architectural Committee

Resolution: A motion was made seconded and carried to appoint Cristina Cirra to the Landscape Committee chair.

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E. New Business

At this time the Board to motioned to hold the installation of Alumawood patio covers in the Club Vista until the special rules are approved. A motion was made, seconded, and carried.

7. Emergency Items to Discuss

Placeholder for emergency items not on the agenda. No items were presented for discussion.

8. Next Meeting

The next Board of Directors meeting is scheduled for October 3, 2024, held via Zoom. The Executive Session starts at 6:00 p.m. with the General to follow.

9. Adjournment

With there being no further business to come before the Board of Directors in the General Session, and upon a motion duly made and seconded, the Board adjourned at 8:35 PM the motion carried unanimously.

Certificate of Authenticity

I, William McLeod, hereby certify that the foregoing is a true and correct copy of the General Session minutes of the Board of Directors held on the above date.

William McLeod	President	<small>DocuSigned by:</small>  <small>DA9769848881492...</small>	10/17/2024
Printed Name	Title	Signature	Date