

BEACHWALK HOMEOWNERS ASSOCIATION
GENERAL SESSION MINUTES
NOVEMBER 14, 2011
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BOARD MEMBERS PRESENT: Steve Murray
Neil Campbell
Rita Spira
Debbie Davis
Larry Crane

BOARD MEMBERS ABSENT: Sandy Draper

MANAGEMENT REPRESENTATIVE: Scot Cool
Keystone Pacific Property Management, Inc.

ITEMS DISCUSSED AT THE NOVEMBER 14, 2011 EXECUTIVE MEETING

Minutes were approved, hearings held, an architectural violation reviewed, delinquencies were reviewed and whether to provide employee holiday bonuses was discussed and appropriate actions taken. The following delinquent account decisions were made:

- A. Delinquent Accounts
1. APN 023-242-26 – A motion was made, seconded and carried to give the homeowner 10 days to accept the Association's payment plan counter offer or the Association will proceed with a trustee sale. The Association granted the Association's attorney, Witkin & Neal authorization to publish if necessary. (6/0)
 2. APN 023-241-36 – A motion was made, seconded and carried to continue with a trustee sale. (6/0)
 3. APN 023-281-05 – A motion was made, seconded and carried to perform a location and asset search, and then decide what collection steps to take next.
 4. APN 023-271-20 – A motion was made, seconded and carried to give the homeowner 10 days to accept the payment plan or the Association will initiate the foreclosure process.

CALL TO ORDER

President, Rita Spira, called the meeting to order at 7:03 p.m. at Beachwalk Clubhouse #2.

GUEST SPEAKER

Charles Wolhuis of Hoyt Roofs, Inc. spoke to the Board and homeowners about progress on the roofs replaced so far and about issues they've encountered and tips to homeowners to make the work smoother.

HOMEOWNER FORUM

Homeowners who addressed the Board made the following statements or requests:

- A request for the City or Association to paint the exterior perimeter wall along Golden West St. Management informed the Board that the perimeter side of the wall is maintained by the City.
- A volunteer organizer for the disaster planning seminars announced his disappointment that there appears to be apathy among homeowners for planning for a large inevitable disaster.

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- A homeowner spoke to the community about what an additional insured on a homeowner's or Association policy means.
- A homeowner pointed out the metal band framing the monument sign needs painting, that a car was vandalized and provided a hand out for entrance to a free documentary movie being held at the Huntington Beach Central Library.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the consent calendar without further discussion. Motion carried 6/0.

- A. **General Session Meeting Minutes** – RESOLVED, to accept the October 10, 2011 General Session Meeting Minutes as submitted.
- B. **Action Without Meeting CD Renewal** – RESOLVED, to approve the Action Without Meeting resolution to 1) Rescind the motion made during the October 10, 2011 Board meeting to renew the Bank of China CD in the amount of \$200,000.00 and renew the Ally Bank CD in the amount of \$200,000.00 and create two new CDs in the amount of \$150,000.00 from the reserve money market account. 2) Approving a new motion to just renew the Bank of China CD in the amount of \$200,000.00 and the Ally Bank CD in the amount of \$200,000.00, both for 9 months.
- C. **Action Without Meeting Maintenance Disclosure** – RESOLVED, to approve the Action Without Meeting resolution approving the annual maintenance disclosure for the 2012 budget mailing.
- D. **Action Without Meeting Roof Replacement 19685 Seawind Circle** – RESOLVED, to approve the Action Without Meeting resolution to replace the roof at 19685 Seawind Circle. The cost is to be split with the homeowner to pay \$1,900.00 for the new room addition roof and the Association to pay \$10,296.00 for the remaining roof sections. Homeowner will also pay for any additional extras, if necessary, such as skylights or if additional work is needed in the crickets or slopes relating to the new room addition roof.
- E. **August 31, 2011 Financial Statement** – RESOLVED, to accept the September 30, 2011 financial statement as submitted.
- F. **ARC Committee Fast Track Approvals** – RESOLVED, to approve the ARC applications meeting fast track qualifications.
 - 19791 Deep Harbor
 - 19702 Stern
 - 19809 Windjammer

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- G. **Tree Removal Proposal** – RESOLVED, to approve tree removal proposals #215 from Tierra Verde Landscape in the amount of \$2,020.00 to remove 5 diseased or dying trees and trim 2 large branches in the community in the amount of \$3,310.00.

OLD/NEW BUSINESS

A. **Landscaping Committee** – Larry Crain, Board Member Chairperson

1. **Oceanaire Circle Maintenance Request** – A motion was made, seconded and carried to decline the resident’s request to alter the landscape maintenance crew’s schedule. Motion carried 6/0.
2. **Landscape Design Services** – Larry Crain updated the Board that the committee had walked two test pods on Deep Harbor with the landscape architect, Integrated Design Studio (IDS) to review conceptual planting design. A copy of written information on the conceptual designs was hand carried by Larry and provided to all Board members. No Board action taken.

B. **Architectural** – Rita Spira, Board Member Chairperson

1. **Architectural Applications** – A motion was made, seconded and carried to approve the following architectural application submissions as recommended by the Architectural Committee. Motion carried 6/0.

Name	Address	Proposed Change	Status
Brian and Ruth Markley	19862 Deep Harbor – E plan	Addition of a rain gutter to the left side of the garage for water run off from the roof into the common area grass instead of the homeowner’s courtyard.	Committee Recommends Approval
Werner Blaser	19661 Surfbreaker – C plan	To change their ARC application from the type of window opening to the side, and instead to open from the bottom. This is a bathroom window and is similar to others already installed. The original application was previously approved by both the ARC and the Board.	Committee Recommends Approval

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2. **Update 1975 Oceanaire – E plan – Room Addition 4E to 5E** – Rita Spira informed the Board that the owner was advised that he should use the new roofing material on the room addition and that he is responsible for the cost. The homeowner agreed. No Board action taken.
 3. **19835 Deep Harbor Walkway** – Rita Spira responded to Board member Steve Murray's question stating that previous walkway modifications had been approved within the community. No Board action taken.
 4. **Stucco Wall Deterioration** – Rita Spira explained issues homeowners have experienced who installed stucco wall and the architectural committee's (ARC) request to allow homeowners the ability to choose between a stucco wall or a split face wall. A motion to allow the choice to use a split face option did not receive a second and it was tabled until the December 12, 2011 meeting
- C. **Treasurer's Report** – Steve Murray, Treasurer
1. **Delinquency Report** – There were no new General Session delinquent accounts to discuss.
 2. **Maturing CDs** – There were no new CD's maturing in November.
- D. **Pool/Recreation Committee** – Mary Ann McCuistion, Board Member Chairperson
1. **Pool Inspection Reports** – The Board reviewed and discussed the reports from the County Health Department. No Board action taken.
 2. **Clubhouse Rental Insurance Policy** – A motion was made, seconded and carried to initiate a change to the clubhouse rental and common area use policies that will require homeowners to name the Association as an additional insured on their homeowner's insurance policy certificate and endorsement when renting the clubhouse or holding events with non-residents in common areas. Homeowners will be required to provide \$500,000.00 of coverage. The Association will circulate a 30 day comment notice to homeowners.
 3. **Solar Savings Update** – Mary Ann reported that the Association had incurred a savings of \$542.00 during the time of June-September 2011 vs. June-September 2010. No Board action taken.

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E. **Maintenance** – Neil Campbell, Board Member Chair

1. **Fence Replacement** – A motion was made, seconded and carried to approve National Rent-A-Fence to install 210 linear feet of fencing for 12 months in the amount of \$1,100.00 around the Association's fence material supply.
2. **Roof Replacement** – Neil Campbell updated the Board on homes completed to date. No Board action taken.
3. **Prior Roof Leaks 7252 Seashark** – Neil Campbell informed the Board that Beachwalk Maintenance supervisor, Omar Rodriquez could not find physical evidence of the prior leaks claimed by the homeowner. Therefore Neil Campbell informed the Board that the Board's prior decision to not replace the roof at 7252 Seashark at the same time as the other three homes on Seashark should stand. No Board action taken.
4. **19697 Stern Roof Replacement Request** – Neil Campbell informed the Board that both Omar Rodriquez and Hoyt Roofs could not see visible evidence of a leak on the exterior of the home and that a water test will be conducted. No Board action taken.
5. **Other Roof Replacement Matters** – The Board briefly discussed the unplanned individual roof situations that have arisen during the roof replacements. The item is tabled for further discussion.
6. **Chimney Cap Replacement** – Management updated the Board that 5 caps had been replaced. Quotes for more replacement caps will be gathered for the next meeting. No Board action taken.
7. **Wood Preparation for Painting** – Neil Campbell reported on the work the Beachwalk Maintenance Crew had performed since last meeting. A motion was made, seconded and carried to repair or replace wood trim on end units and garage doors on the remaining phases in the community. A decision for interior of courtyards was tabled pending information for an estimated cost from the Beachwalk Maintenance Crew. Motion carried 6/0.
8. **Shutters in Poor Condition** – The Board agreed that the Association should replace shutters in poor condition that are outside of courtyards and adjacent to common areas. Board member, Neil Campbell was asked to assess how many shutters might be needed. No Board action taken.

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9. **Gas Line Break** – The Board reviewed a gas company invoice for a line that was accidentally broken while replacing a fence. A motion was made, seconded and carried to pay the invoice for a cost of \$791.59. Motion carried 6/0.
10. **Painting Project** – Board member, Larry Crane summarized the interviews held with paint companies Dunn Edwards, Vista Paint and Glidden Paint and the technical data received from the companies. Larry concluded that he could not find a reason not to use Glidden and made a motion to use Glidden Paint for repainting the stucco (Ultra Hide 150 Exterior Flat) and wood trim (Fortis 350 Exterior Flat) in 2012. A motion was made, seconded and carried to use Glidden Paint. Motion carried 3 in favor, 2 against (Rita Spira and Steve Murray) and 1 abstained (Mary Ann McCuiston).
11. **Lighting Repair Proposal** – A motion was made, seconded and carried to approve the proposal from Service 1st Lighting to replace 7 broken pathway pagoda lights in the amount of \$1,697.65. Motion carried 6/0.
12. **19710 Oceanaire Circle, Sewer Line Repair Proposal** – A motion was made, seconded and carried to approve the proposal from 4 Pals Plumbing in the amount of \$1,621.87 to repair the low point in the home's lateral line that is causing a back up near where it connects to the City's main sewer line. Motion carried 6/0.
13. **Surfbreaker/Seal Circle Main Line Cleanout Proposal** – A motion was made, seconded and carried to approve the proposal from 4 Pals Plumbing in the amount of \$3,200.00 to clean the main lateral lines for all 32 homes on Surfbreaker and Seal in order to preventatively clear all roots or other potential backup breaks or spills ahead of the coming winter rains. Motion carried 6/0.

F. **Rules and Regulations**

1. **Chimney Ballot Initiative** – A motion was made, seconded and carried authorizing Larry Crane and Sandy Draper to consult with the Association's general legal counsel on drafting a ballot for whether the Association or homeowners will pay to convert chimneys from shingles to stucco exteriors. Motion carried 6/0.
2. **New California Legislation** – The Board and Management discussed new state legislation becoming effective January 1, 2012 that impacts homeowner associations. Management encouraged Beachwalk Board members to attend the special Board seminar being held by Keystone Pacific Property Management, Inc. on December 8, 2011. No Board action taken.

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G. **Security**

1. **Sensor Light** – A motion was made, seconded and carried approving the proposal from Service 1st Lighting in the amount of \$739.00 to install two motion sensor lights at the main pool to help deter after hours trespassers. Motion carried 6/0.

H. **April 2012 Annual Meeting Preparation** – The following Annual Meeting tasks were discussed.

1. Board member terms expiring – it was announced that the seats for Rita Spira, Larry Crane and Mary Ann McCuiston will be up for election in April.
2. Nominating Committee – The Board will nominate a committee during the December 12, 2011 Board meeting.
3. Candidacy Statements – A motion was made, seconded and carried to include candidacy statements with the monthly billing statements as well as the nominating committee will be able to provide a copy to any prospective candidates they identify. Motion carried 6/0.
4. Election Date – This was tabled until the December 12, 2011 meeting.
5. Set the Record Date – This was tabled until the December 12, 2011 meeting.
6. Inspector of Election – This was tabled until the December 12, 2011 meeting.

ADJOURNMENT

There being no further business to discuss, the General Session meeting was adjourned at 9:58 p.m.

ACCEPTED: Rita L. Spira DATE: 12-12-11