



**WEST BLUFF HILLS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
GENERAL SESSION  
MAY 28, 2019**

**MINUTES**

**I. NOTICE OF MEETING:**

Upon due notice given and posted, a Board of Directors meeting of the West Bluff Hills Homeowners Association was held on May 28, 2019 at 5950 La Place Ct. Ste. 200, Carlsbad, CA 92008.

**II. ATTENDANCE:**

- A. Directors Present: Ron DeLegge, President  
Mike Minnick, Secretary  
Teresa Shima, Director at Large (*via telephone conference*)
- B. Directors Absent:
- C. Others Present: Lori Graham, Senior Community Manager, Associa - The Prescott Companies  
Margaret Rios, Community Assistant Manager, Associa – The Prescott Companies  
Homeowners

**III. CALL TO ORDER:**

The meeting was called to order by President, Ron DeLegge at 6:06 p.m.

**IV. APPOINTMENT OF DIRECTORS:**

Upon a motion duly made, seconded and carried unanimously, the Board approved to appoint Rick Laird and Vicki Robertson to fill the two vacancies on the Board.

**(DeLegge/Minnick)**

At this point of the meeting Rick Laird joins the Board, via conference, and Vicki Robertson joins the Board by being present at the meeting.

**V. ORGANIZATIONAL MEETING:**

Upon a motion duly made, seconded and carried unanimously, the Board approved the appointed slate of Officers as listed below: **(DeLegge/Minnick)**

- President – Ron DeLegge
- Vice President – Rick Laird
- Treasurer – Vicki Robertson
- Secretary – Mike Minnick
- Director at Large – Teresa Shima

**VI. EXECUTIVE SESSION DISCLOSURE:**

On February 12, 2019 an Executive Session was held when the Board of Directors conducted hearings and approved to dismiss or levy fines accordingly.

**VII. HOMEOWNER FORUM:**

Homeowners were afforded the opportunity to address the Board regarding Association related items; the following issues were discussed:

- Trash dumpsters/bulk items
- Rules & Regulations/Enforcement Procedures
- Parking
- Maintenance – Wood repairs
- Community enhancements
- Pest Control
- Website

**VIII. APPROVAL OF MINUTES:**

- A. Upon a motion duly made, seconded and carried unanimously, the Board approved the February 12, 2019 and the April 23, 2019 General Session meeting minutes, as submitted. *(DeLegge/Minnick)*

**IX. ARCHITECTURAL:**

There were no architectural applications to review at this meeting.

**X. FINANCIAL REPORTS:**

- A. Financial Statements: There were no financial statements to review at this meeting.
- B. Investment Recommendation: Upon a motion duly made, seconded and carried unanimously, the Board approved the investment recommendation as submitted by Dave Lynn at Morgan Stanley. *(DeLegge/Shima)*

**XI. UNFINISHED BUSINESS:**

The Board reviewed the outstanding items list from the previous management company and no action was necessary.

**XII. NEW BUSINESS:**

- A. Attorney Proposals: Upon a motion duly made, seconded and carried unanimously, the Board approved a 30-day notice to be sent to the current legal counsel and approved the retainer for new legal counsel with Delphi Law Group in the amount of \$600.00. *(DeLegge/Laird)*
- B. Pool Gates Proposal: Upon a motion duly made, seconded and carried unanimously, the Board approved the proposal submitted by Access Professional Systems to replace the two pool gates, and install emergency release bars and electronic digital locks in the total amount of \$13,204.00 to be paid out of reserves. *(DeLegge/Shima)*
- C. Landscape Renovation: This item was tabled until the next meeting in order to review an updated proposal for the blue zone as indicated on the landscape renovation map.
- D. Lighting Conversion Proposals: This item was tabled for further research.
- E. Light Bollards Proposal: This item was tabled for further research into solar lights and a second opinion.

- F. Lighting Maintenance Proposals: This item was tabled for further monitoring of performance. The Board unanimously agreed to send a 30-day notice to improve to Three Phase Electric.
- G. Tree Trimming Proposal: The Board reviewed the previously approved tree trimming plan and no action was necessary.
- H. Proposed Parking Rules: This item was tabled for further research.

**XIII. MANAGEMENT REPORT:**

- A. Action List: The Board reviewed the Action List submitted by management. No action necessary at this time.
- B. Walkthrough notes: The Board reviewed the Action List submitted by management. No action necessary at this time.
- C. Lighting Inspection Report: The Board reviewed the lighting inspection report submitted by Three Phase Electric. No action necessary at this time.

**XIV. DATE OF NEXT MEETING:**

The next meeting of the Board of Directors is scheduled for June 25, 2019 at 6:00 p.m. at the Prescott Companies, 5950 La Place Ct. Ste. 200, Carlsbad, CA 92008.

**XV. ADJOURNMENT:**

There being no further business to come before the Board of Directors of the West Bluff Hills Homeowners Association, the General Session meeting is adjourned at 9:00 p.m.

**ATTEST:** \_\_\_\_\_ **DATE:** \_\_\_\_\_