



**WEST BLUFF HILLS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION
January 28, 2020**

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 January 28, 2020 at 5950 La Place Ct. Ste. 200, Carlsbad, CA 92008.

II. ATTENDANCE

Directors Present: Lisa Campillo- President
Rick Laird, Vice President (*via telephone conference*)
Michael Garner, Secretary
Teresa Shima, Director at Large (*via telephone conference*)
Vicki Robertson – Treasurer

Others Present: Margaret Rios, Community Manager,
Associa - The Prescott Companies
Felicia Baker Division Manager, Associa – The Prescott
Companies
Dyanne Peters, Attorney – Delphi Law Group
Homeowners (1)

1. CALL TO ORDER

The meeting was called to order at 6:21 p.m.

2. GUEST

Jonathan Brothers, Acoustical Engineer from Eliar Associates was present to provided information and clarification on sound testing.

3. UNFINISHED BUSINESS

A. Flooring Policy: Upon a motion duly made by Rick Laird, seconded by Vicky Robertson and carried unanimously, the Board suspended approval of applications received from any upper unit flooring installation until the acoustical engineer provides more information on the structure and conditions of the buildings.

B. Acoustical Proposal: Upon a motion duly made by Rick Laird, seconded by Vicki Robertson and carried unanimously, the Board approved the proposal from Eilar Associates to review West Bluff Hills building plans and to provide recommendation, not to exceed the amount of \$1750.

C. Parking and Towing: Upon a motion duly made by Rick Laird, seconded by Lisa Campillo and carried unanimously, the Board approved the parking guidelines as submitted. Management will send the parking and towing guidelines to all homeowners for questions and comments for a 28 day review.

- D. SB323 Proposal: Upon a motion duly made by Vicki Robertson, seconded by Teresa Shima and carried unanimously, the Board approved the proposal from Delphi Law Group to update and prepare the new election rules, IDR and AD in the amount of \$650.00.
- E. Landscape Proposal: Upon a motion duly made by Lisa Campillo, seconded by Rick Laird and carried unanimously, the Board approved the proposal from Benchmark in the amount of \$565.00 to remove rebars and replace sprinklers (5) at the slope, across from building 6921.
- F. 6921 Laundry Room: Tabled. The Board directed Management to call the Wash Multifamily and request a second washer and dryer to lease, or to purchase.
- G. Spa and Pool Chemical System: Upon a motion duly made by Michael Garner, seconded by Lisa Campillo and carried unanimously, the Board approved the proposal from Bluewater Pool & Spa, to install a new spa and pool chemical system in the amount of \$6700, to be paid from the reserve account.
- H. Pump Repair: Upon a motion duly made by Michael Garner, seconded by Vicki Robertson and carried unanimously, the Board approved the proposal from community pools to replace the spa filter pump in the amount of \$667.74

4. REGULAR SESSION MINUTES APPROVAL

The Board reviewed the November 26, 2019 minutes. Management will correct any discrepancies and will provide to the Board for review.

5. FINANCIALS

The Board reviewed the November 2019 financials as submitted.

Operating Funds*	\$44,355.55
Reserve Funds	\$397,662.20
Total Assets	\$ 413.605.10

6. CORRESPONDENCE

The Board reviewed concerns from homeowner, on washers and dryers installed in some units. No action at this time.

7. NEW BUSINESS

- A. New Maintenance monthly contract from AOC: Tabled.
- B. 2019 Financial review& Taxes: Upon a motion duly made by Rick Laird, seconded by Vicki Robertson and carried unanimously, the Board approved the proposal from Stephen Demaine to review and to prepare the 2019 federal and state income tax returns in the amount of \$900.
- C. 6913 E Roof repairs: Tabled. The Board directed Management to obtain a third proposal from Premier Roofing.

9. HOMEOWNER FORUM

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

- Parking
- Flooring
- Newsletter
- Water Bills

8. REFERENCE MATERIAL (INFORMATIONAL ONLY)

9. DATE OF NEXT MEETING

The next meeting of the Board of Directors is scheduled for February 25, 2020 at 6:00 p.m. at the Prescott Companies, 5950 La Place Ct. Ste. 200, Carlsbad, CA 92008.

10. 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 8:18 p.m.

ATTEST: _____ **DATE:** _____