



**WEST BLUFF HILLS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION
OCTOBER 22, 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 October 22, 2019 at 5950 La Place Ct. Ste. 200, Carlsbad, CA 92008.

II. ATTENDANCE:

Directors Present: Ron DeLegge, President (*via telephone conference*)
Rick Laird – Vice President (*via telephone conference*)
Mike Minnick, 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
Homeowners (5)

III. CALL TO ORDER:

The meeting was called to order at 6:06 p.m.

IV. EXECUTIVE SESSION DISCLOSURE:

On October 22, 2019 an Executive Session was held when the Board of Directors discussed the violation log and homeowner' discipline.

V. HOMEONWER FORUM:

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

- Parking
- Board member(s) conduct
- Tenants behavior
- Laundry room at building 6921
- Architectural modification and flooring

VI. CORRESPONDENCE:

The Board reviewed all correspondence and request from homeowners and directed Management to proceed accordingly.

VII. FIANNICIALS

Upon a motion duly made by Ron DeLegge, seconded by Vicki Robertson and carried unanimously, the Board approved the August 2019 financials as submitted.

Operating Funds*	\$ (6,096.77)
Reserve Funds	\$ 379, 535.74
Total Assets	\$ 388,141.93

VIII. NEW BUSINESS:

- A. General Session Minutes: Upon a motion duly made by Vicki Robertson, seconded by Ron DeLegge and carried unanimously, the Board approved the September 5 and September 24, 2019 General Session Minutes.
- B. Landscape: Upon a motion duly made by Ron DeLegge, seconded by Vicki Robertson and carried unanimously, the Board approved the proposal from Benchmark in the amount of \$300 to install 15-gallon pittosporum near the trash enclosure at building 6915.
- C. Landscape: Upon a motion duly made by Ron DeLegge, seconded by Vicki Robertson and carried unanimously, the Board denied the proposal from Benchmark in in the amount of \$2040.00 to scalp and reseed the lawn.

IX. UNFINISHED BUSINESS:

- A. Parking and Towing: The Board reviewed and tabled the parking and towing policy draft provided by the attorney. The Board directed Management to contact the attorney and submit questions they had for further information and clarification before approval.
- B. Hard Surface Flooring: The Board reviewed and tabled the hard surface flooring policy draft provided by the attorney. The Board directed Management to contact the attorney and verify who is the responsible.
- C. Budget 2020 Draft: The Board reviewed and tabled the 2020 Budget draft for further review. The Board and Management will schedule a meeting to review and updated Budget with a 5% and 7% assessment increase.
- D. 6921 Laundry Room: Upon a motion duly made by Ron DeLegge, seconded by Mike Minnick and carried unanimously, the Board approved the proposal from Emercon in the amount of \$3,805.65 for repairs.
- E. Reserve Study: The Board reviewed the full study and recommendations from the consultants. No further action needed at this time.
- F. Flock Safety: Upon a motion duly made by Teresa Shima, seconded by Vicki Robertson and carried unanimously, the Board denied the proposal from Flock Safety.

X. REFERENCE MATERIAL:

- A. Lighting Inspection Report: The Board reviewed the lighting inspection report submitted by Three Phase Electric. No action necessary at this time.

- B. Site Map.

- C. Action Item List: The Board reviewed action item report submitted by Management. No action necessary at this time.

XI. DATE OF NEXT MEETING:

The next meeting of the Board of Directors is scheduled for November 26, 2019 at 6:00 p.m. at the Prescott Companies, 5950 La Place Ct. Ste. 200, Carlsbad, CA 92008.

XII. 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 9:09 p.m.

ATTEST: _____ **DATE:** _____