

MONARCH SUMMIT II HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS
GENERAL SESSION MEETING MINUTES OCTOBER 26, 2020

NOTICE

Upon due notice given and received the Board of Directors for the Monarch Summit Homeowners Association held a General Meeting on October 26, 2020 via Teleconference.

DIRECTORS PRESENT

Patrick Hobert, President, Len Sher, Vice President/Treasurer; Barbara Bowie, Secretary; Suzanne Mulcahy, Alan Rogers, Lory Rising, Eberhard Schenk (arrived 4:00 p.m.), David Priddy

LAGUNA SHORES MANAGEMENT

Marie Whitehouse, CCAM

OTHERS

Homeowners and Committee Members

CALL TO ORDER

President Patrick Hobert called the meeting to order at 3:10 p.m.

EXECUTIVE SESSION MEETING

An Executive Session was held on September 28, 2020, the purpose being approval of Minutes, Delinquency Review, Non-Compliance Review and Legal Matters.

HOMEOWNERS FORUM

Homeowners expressed concerns regarding irrigation and water control on Andara, and the management contract.

MANAGEMENT REPORT/ACTION LIST/ANNUAL CALENDAR

Nothing to report other than what's in the Board packet.

APPROVAL OF MINUTES

(AR) moved to approve the September 28, 2020 Minutes, with one correction (SM) seconded. Motion passed unanimously.

PRESIDENT'S REPORT

President Patrick Hobert stated he had nothing to report at this time.

TREASURER'S REPORT

Treasurer Len Sher presented a diagram to the Board which he reviewed as of September 30, 2020 showing Landscape and M&R over budget, Clubhouse, Pool & Spa under budget, as well as Electricity and Gas. Rebate for controllers due in October. (LR) moved to approve the Treasurer's report for the 9/30/20 financials, (AR) seconded. Motion passed unanimously.

COMMITTEE REPORTS

Architecture: Chair David Priddy reported 10 approved submissions on modifications to homes as of October 20, 2020.

Clubhouse: Chair Caroline Dash reported doing well, so far, the plumbing is working well, she is in contact with one of the contractors to modify his original bid on what needs to be done to repair the restrooms.

Community Affairs: Chair Robyn Fea is working with Block Captains of 18 streets in MS2, on a one-to one basis due to COVID and has currently met with 8 to discuss facilitating information sheets for Neighborhood Watch.

Finance: Len Sher, no report, will discuss during General Session Budget Report

Insurance: Pat Hobert, nothing to report

Security and Internet Infrastructure: Chair Steve Manley reported that there have been no reports of unauthorized entries, currently 42 residents/homeowners have access to the pool, there have been 375 owner/renter entries (just under 5 per day) , usage dropped dramatically this week.

Pool and Spa: Chair George Wright commented that some residents requested that the Board discuss a date to open the Spa and a date to prepare to close for winter.

Landscape: Chair Mariella Sher reported that the turf removal has been completed, they are walking through with Harvest on pending items, mostly plants that have died which will be replaced at no cost and in some areas with different species of plants, Harvest has been sent \$150k and are asking for the balance minus 10% retention.

Legal: no report

Maintenance and Repair: Chair Lory Rising reported one ACQ mailbox post was installed, four streetlight bulbs replaced, eleven stucco repairs completed, one roof replacement approved.

Newsletter/Resident Roster: Bonnie Yoshikawa said deadline for entries for Summit Summaries is Friday October 30 before noon.

Website: Len Sher had nothing to report

Membership/Welcome: No report

Nominating: Chair Tom Ludlow was absent; committee is working on nominations.

Rules: Chair Alan Rogers reported that seeing improvement on parking, still some chronic violators.

Social: Russ Kerr reported that due to COVID there will not be a New Year's Eve Party on Dec. 31, 2020

OLD BUSINESS

Board Liaisons to Committees/Committee Appointments:

Len reported there has been an assignment change, Bonnie Yoshikawa has replaced Steve Manley on website.

Legal remains open, new Chair needs to be a Director.

Inspector of Election for February Annual Meeting and Election/ Schedule Meeting:

A motion was made (DP) to hold the Annual Meeting on February 27, 2021, (BB) seconded. Motion passed unanimously.

Board reviewed three proposals from independent third-party inspectors of elections. A motion was made (LS) to approve the proposal from HOA Elections at a base cost of \$900.00, contingent on availability on February 27. If not available, approve The Ballot Box. (SM) seconded. Motion passed unanimously.

Board reviewed Election Timeline prepared by legal counsel and agreed to post the Procedure and Deadline for Submitting a Nomination at the Clubhouse, the common area location from general notices, and also on the Website. Information will also be posted in November Summit Summaries. The Directors discussed the need to correct a typographical error on the Election Rules to comply with the Bylaws. A motion was made (LS) to revise D.2.2.3 to three (3) officers/directors and three (3) general directors. (DP) seconded. Motion passed unanimously.

NEW BUSINESS

2021 Budget:

Len Sher reviewed with the Board a proposed budget prepared and recommended by the Finance Committee. The reserve study was approved in September, Reserve Funding remains at current level and Operating budget increases by 9.43%. A motion was made (LR) to adopt the 2021 Budget as presented, with an Assessment increase of 5.49% for a monthly assessment of \$470.00 per lot. (AR) seconded. Motion passed unanimously.

Audit and Tax Returns:

Board reviewed a proposal from CPA to prepare 2020 Audit and tax returns. (LS) made a motion to approve the proposal from Inouye, Shively, Klatt & McCorvey at a cost of \$1300.00. (ES) seconded. Motion passed unanimously.

Landscape Proposals:

The Directors reviewed a proposal from Harvest Landscape to dethatch and over seed the turf, Mariella reported that the emphasis will be on the bare areas and where the Kikuyu grass grows. A motion was made (LS) to approve Harvest proposal #84242 to dethatch and over seed turf in entire community at a cost of \$3,973.60. (AR) seconded. Motion passed unanimously. The Landscape Committee submitted a report on the proposals received from three contractors for work in defensible space areas over the next three years as required by the OCFA, the Committee recommends the proposal from Harvest Landscape for 2021 as their proposal was the most complete and includes demo and planting. A motion was made (LS) to approve Harvest proposal #78855 for Fuel Modification in Area B only for 2021 at a cost of \$36,076.00 (SM) seconded. Motion passed unanimously.

A motion was made (LR) to approve Harvest Landscape proposal #84466 to repair damaged irrigation wires behind 22812 Mariano, at a cost of \$1,254.62. (LS) seconded. Motion passed unanimously.
The Directors agreed to process payment of balance to Harvest for the turf renovation project, minus 10% retention.

Ground Squirrel Treatment:

A motion (ES) was made to deny approval of the proposal for treatment behind 31312 Cavallo. (SM) seconded. Motion passed unanimously.

Discuss Welcoming Committee Retirements/Replacements:

A motion was made (LS) to appoint Robyn Fea as Chair of Welcoming Committee, replacing Carol Karlson & Donna Palette. (SM) seconded. Motion passed unanimously.

Improvements in Addition to Solar requiring Maintenance Agreements:

Architectural Committee member Rob Rifkin addressed the Board regarding improvements other than Solar that may require a maintenance agreement.

Request for Landscape Change Accommodation:

The Landscape Committee received a request from homeowner at 22832 Andara regarding landscape changes as accommodations for egress on Common Area. Landscape Committee has asked Harvest for a proposal to make changes to Turf removal area. The Board agreed to notify the homeowner that her application was denied as it is incomplete, if she wishes to move forward, she will need to submit details, drawings, specifications, materials, and a statement that all expenses will be borne by the homeowner.

Annual Roof Maintenance:

A decision was tabled to allow time for Maintenance and Repair to talk to Bienek Roofing to negotiate a lower cost for annual maintenance.

Proposal for Roof Replacement at 22842 Tamora:

A motion was made (DP) to approve the proposal from Bienek Roofing to replace the roof at 22842 Tamora that has two leaks, at a cost of \$13,630.00, to be paid from reserves. (BB) seconded. Motion passed unanimously.

Procedures for Members Requests for Tree Trimming Outside the Schedule:

Board discussed establishing procedures for tree trimming requested by members outside the regular schedule. It was clarified that the Landscape Committee must be involved in the procedures. The Directors agreed that requests shall go to the Landscape Committee first for investigation

Opening of Spa and Winter Pool Heating:

Board discussed procedures for opening Spa, Eberhard will work with Pool Committee on possible plans. A motion was made (ES) to turn off heating at the Pool from December 1, 2020 through March 15, 2021. (SM) seconded. Motion passed unanimously.

Maintenance & Repairs between Meetings

Harvest Landscape \$1,600.00 for trimming six trees due to potential liability

Adjournment

(AR) moved (LR) seconded to adjourn at 6:45 p.m.

Attest:

Barbara Bowie
Barbara Bowie, Secretary

11/23/2020
Date