

MONARCH BAY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS

APRIL 14, 2020

*****MINUTES*****

NOTICE Upon due notice given and received, the members of the Board of Directors for the Monarch Bay Association met on Tuesday, April 14, 2020 via Zoom teleconference due to the Health Mandates surrounding the COVID-19 Virus.

CALL TO ORDER The meeting was called to order at 7:06 P.M. by Board President, Mike Winterhalter.

ATTENDANCE

Present: Mike Winterhalter, President
 Marc Kazarian, Vice President
 Charlie McClung Jr., Secretary
 Leonard Kranser, Treasurer
 Peter Burke, Director
 Dan Griesemer, Director
 Wayne Rayfield, Director
 Paul Sampedro, Director
 Len Shulman, Director

Absent: none

Management: Elizabeth Reed, CMCA, AMS
 Lisa Klasky, Community Liaison
 Keystone Pacific Property Management

MOTION TO ADOPT AGENDA AS PUBLISHED

The Board reviewed and approved the agenda as presented. Upon motion duly made and seconded:

Resolved: The Board adopted the agenda as presented. **9/0**

HOMEOWNER FORUM

No Homeowners were in attendance

CONSENT CALENDAR

A "consent calendar" has been prepared to expedite the business decisions. One motion will approve all items on the consent calendar. **7/0/2** (Peter and Len S abstain from Minutes approval)

A. Resolved: To approve the minutes from March 14, 2020 General Session meeting as submitted.

B. **Resolved:** To ratify the actions and accept the approval of Saxon Engineering proposal in the total amount of \$9,100.00.

C. **Resolved:** To ratify the actions and accept the Association Funds Transfer.

BUSINESS ISSUES

A. Treasurer's Report and March 31, 2020 Financial Statement

The Board reviewed the Treasurer's Report prepared by Director Kranser. The March 31, 2020 Financial Report was not available for this meeting. Director Kranser shared the information discussed with Keystone Accountant and CFO. Delinquent Rents were also discussed. No late fees incurred if payment is received by 4/30/20. Upon motion duly made and seconded:

Resolved: To accept the April Treasurer's Report. **9/0**

Resolved: To approve to loan the MBLA \$20,000.00 with an initial advance of \$10,000.00 and an additional increment of \$10,000.00 should this amount be required beyond the original \$10,000.00. **9/0** Total obligation to MBA is \$30,000.00 should the final increment be dispersed.

B. Mall Irrigation/Landscape Separation

A discussion of the plan to separate the Mall irrigation from Homeowner irrigation revolved around communication with the Mall Homeowners, how to pay the \$50,000.00 proposal from O'Connell Landscape, to separate out the physical utilities and move forward with a CC&R amendment. Upon motion duly made and seconded:

Resolved: To move forward with the retrofit of Mall irrigation by O'Connell Landscape with a \$50,000.00 loan to the Mall Operating from Association funds, contingent upon mall owners' two-thirds (2/3) majority approval, to be paid back through quarterly assessments. **8/1** (Wayne abstain)

C. Special Projects Updates

Lisa, Paul and Mike provided updates on the PCH Wall Project, Entry Enhancement Project, Streets, Hydrology, the Generator and SCWD projects. Upon motion duly made and seconded:

Resolved: To approve the Hardy and Harper street repair proposal, in the amount of \$521,197.00, to complete street improvements and curb and gutter repairs. **9/0**

Resolved: To approve a BKF Engineers' Hydrology study, not to exceed \$40,000.00. **9/0**

D. Landscape Committee Requests

Four proposals recommended by the Landscape committee for improvements within the Mall and Front entry areas were reviewed. The Board does not prefer to pursue improvements to the Mall landscaping prior to completion of the Irrigation Retrofit plan. Upon motion duly made and seconded:

Resolved: To approve the proposal from O'Connell Landscape to Trim the Ficus trees, in the amount of \$1,530.00, to be expensed from MBA Tree Trim line item 7230. **9/0**

Resolved: To approve the proposal from O'Connell Landscape to add plants to the PCH area, in the amount of \$1,604.00, to be expensed from MBA Landscape Replacement line item 7215. **9/0**

E. CR&R Billing Issue

The recent retraction from CC&R for billing the Association and continue with individual billing was discussed. Attempts to contact the higher authority within CC&R will be pursued by Wayne. No formal Board action required.

F. July 4th Committee and Planning

The Board prefers to continue planning for the annual July 4th Parade. Management has booked the fire truck and will book the tow truck. Solicitation for committee members will be made in the Bay Banter. Dave Lebon at 171 has agreed to host the start of the Parade. No formal Board action taken.

G. Community and Vendor Updates

The Treasurer is seeking a second accounting firm to review association taxes. Board members concurred and were asked for recommendations. No Board action taken.

COMMITTEE REPORTS & ITEMS OF INTEREST

A. Architectural Committee

Liaison Klasky provided an update on the ACC. The ACC expects final Architectural Guidelines from Gary in April.

B. Tree Review Committee

No new updates to be shared.

C. Mall Landscape Committee

Mall landscape extras will be put on hold pending the completion of the Irrigation Retrofit project as some of the landscape will be disturbed.

D. Emergency Plan Committee

The Emergency Committee had their meeting with block captains on 4/8/20. Emergency back packs are being prepared by Linda Pierog for each of the captains. A new scope for the generator is being prepared. There is discussion of whether to allow vendors to bid on the generator hardware only and have others bid on the installation.

E. Beach Club Advisory Committee

No current report while the Beach Club is closed due to the COVID-19 Health Mandates. Closure of the parking lot to keep traffic at a minimum was discussed.

F. Facilities/Maintenance Representative

TLG is completing work at the mid-gate; this work is pending the arrival of the stop sign and the coordination with the artificial turf installer to add the stop sign to the corner at 33 MBD.

A plaque dedicated to the Moulton family was suggested for placement at the Moreton Fig tree nodding to the legacy of the Moulton Family with Monarch Bay Association.

G. Access Gate Entry Representative

Updated post orders for the Gate staff were reviewed to include encouraging obtaining proper RFID tags, no parking on Beach Club Drive for access to the beach, and emergency protocols.

H. Orientation/Welcome Representative

#25 is in open escrow as a vesting transfer.
#6 and #163 are closed
#61 and #214 were opened.

I. Website Committee

The Website Committee continues to work on the preferred functionality and provide material for the website with the goal to have it go live on July 1, 2020.

NEWSLETTER SUGGESTIONS

The following topics were suggested for the next Bay Banter: Emergency Update from the Committee Emergency Committee with the Tip of the Month, The Front Entry And Park Enhancement Designs and ballot information, July 4th Committee, the Falconer and Snowy Plover, upcoming street work, and parking issues along Beach Club Drive.

ADJOURNMENT

There being no further business to come before the Board in General Session at this time, the Board adjourned the meeting at 9:03 P.M. The next regular session meeting of the Board of Directors will be held on Tuesday, May 12, 2020 either via teleconference or at the Shulman home, 327 Monarch Bay Drive, Monarch Beach, California.

ATTEST

Signature _____ Date _____