

MONARCH BAY ASSOCIATION

GENERAL SESSION MEETING OF THE BOARD OF DIRECTORS

JANUARY 16, 2024

*****MINUTES*****

NOTICE Upon due notice given and received, the members of the Board of Directors for the Monarch Bay Association met on Tuesday, January 16, 2024 via zoom teleconference.

ATTENDANCE

Present: Michael Burton, President
Doug McLeish, Vice President
Charlie McClung, Secretary
Mike Winterhalter, Treasurer
Kathleen Barbaresi, Director
Darrin Campbell, Director
Marc Kazarian, Directors
Len Kranser, Director
Len Shulman, Director (departed 8:45 P.M.)

Absent: none

Management: Elizabeth Reed, CMCA, AMS
Jacquelyn Barlow, Assistant Manager
Keystone Pacific Property Management

CALL TO ORDER

The meeting was called to order at 7:24 P.M. by Board President, Michael Burton.

MOTION TO ADOPT AGENDA AS PUBLISHED

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

Resolved: To adopt the agenda as amended. **9/0**

HOMEOWNER FORUM

Six Homeowner/couples were in attendance to comment on infrastructure needs particularly with drainage within the association and listen to the meeting.

CONSENT CALENDAR

A “consent calendar” has been prepared to expedite the business decisions. One motion will approve all items on the consent calendar. Upon motion duly made and seconded:

A. **Resolved:** To approve the minutes from December 6, 2023 General Session meeting, as submitted.

B. **Resolved:** To ratify the actions and approve the following transfers in excess of \$10,000.00.

- Keystone - \$19,550.00

End of Consent Calendar: Motion passed. **9/0**

BUSINESS ISSUES

A. Treasurer’s Report – and November 30 and December 31, 2023 Financial Statements

The Board reviewed the Treasurer’s Report prepared by Director Winterhalter. Upon motion duly made and seconded:

Resolved: To accept the January Treasurer’s Report, and November 30 and December 31, 2023 financial reports, as submitted. **9/0**

B. Park Project

The playground equipment is currently being installed. No Board action taken.

C. Street Repairs

Repairs to the reexamined area on Coronation (#4 to #167) are to be removed from the current Quickel scope. Management is to obtain an updated quote and that section will be completed at a later date. The proposals for repair have been pended.

D. Saxon Proposal for Site Survey

Director Kazarian is to lead the communication with Mall homeowners, who abut the Mall greenbelt, on the process for preparing the site survey. The survey is to begin after reaching boundary agreement with these homeowners. Upon motion duly made and seconded:

Resolved: To approve the proposal from Saxon to perform a site survey to locate limits of the Mall easement area, in the amount of \$11,675.00. **9/0**

E. CC&Rs Re-Write

The Board proposes to prepare a cover letter to accompany the revised CC&Rs to be sent to membership for comments and questions. Director Kranser is to prepare the cover letter and Management will prepare an article in the Bay Banter, send the CC&R packet and post to the website. Upon motion duly made and seconded:

Resolved: To approve to send the revised CC&Rs to membership for comments and questions. **9/0**

F. Hydrology and Infrastructure

The Facilities committee and management are to obtain a second opinion, updated costs and bids for the Phase 1 plan offered by BKF Engineers to widen the catch basin outlet pipe at #86. No formal board action taken.

G. 2024-2025 Reserve Study Proposal

Upon motion duly made and seconded:

Resolved: To approve the proposal from ARS to prepare the 2024-2025 Reserve Study with no site visit and no site photos, in the amount of \$1,500.00. **9/0**

H. Community Patrol

The Access Control Committee is instituting changes to the schedule and protocols with focus on the community rather than the traffic intake. Additional training will be given to the staff. No Board action taken.

I. Community and Vendor Updates

Roof replacement estimates are being received. No Board action taken.

COMMITTEE REPORTS & ITEMS OF INTEREST

A. Architectural Committee

The ACC will next meet on 1/22/23. There were 7 reviews, 4 updates, and 6 completions at the 12/11/23 meeting. The final version of the Arch Guidelines is being reviewed by counsel. No Board action taken.

B. Tree Review Committee

#91 The view issue was reviewed by Director McLeish with recommendations that the potential view impediments are affected by a fence covered in vines and property in Three Arch Bay. No Board action taken.

C. Landscape Committee

Recent reports were reviewed including proposals. Upon motion duly made and seconded:

Resolved: To approve the following proposals: **9/0**

- Park West Proposal, 102805, to add mulch along BCD in the amount of \$3,000.00.
- Park West Proposal, 108724, to use a day's worth of manpower for a crew of 4 to clear the Brazilian Peppers behind 436 in the amount of \$2,450.00. Noted that Director Campbell and possibly an adjacent homeowner would like to review with the crew prior to clearing.

D. Emergency Preparedness Committee

No Board action taken.

E. Beach Club Advisory Committee

No Board action taken.

F. Access Gate Entry Representative

Upon motion duly made and seconded:

Resolved: To approve to send for 28-day member comment, a rule change to not allow construction vendor access to the community on Saturdays. **8/0** (Director Shulman departed)

G. Facilities/Maintenance Committee

Facilities reports were reviewed. No Board action taken.

H. Orientation/Welcome Representative

No Board action taken.

I. Financial Statement

No Board action taken.

NEWSLETTER SUGGESTIONS

The following topics were suggested for the next Bay Banter: Safety and vigilance, the Rule change, the CC&R mailout and Mall staking.

ADJOURNMENT

There being no further business to come before the Board in General Session at this time, the Board adjourned the meeting at 9:02 P.M. The next regular session meeting of the Board of Directors will be held on Tuesday, February 20, 2024 via teleconference.

ATTEST

Signature _____ DocuSigned by:
Charlie McClung
63A3DF571CA14B3... Date 2/21/2024 | 12:08 PM PST