

**HUNTINGTON PALISADES PROPERTY OWNERS CORPORATION, LTD.**

**Board of Directors Meeting Draft Minutes  
HPPOC Board of Directors Meeting  
September 9, 2015, 6:30 pm  
United Methodist Church 801 Via de la Paz, Hart Hall**

**Board Present:** Sue Jameson (President), Deepthi Brown (Director), Bob Levitt (Treasurer).

**Absent:** Kevin Mayer (Vice President), Robert Sacks (Director).

**HPPOC Staff:** Jeaneen Fabbro, Chase Holiday.

**ARC Staff:** Richard Blumenberg, Rich Wilken

**Guests:** Dick Littlestone, Stuart Sellers

**Meeting Called to Order:** 6:38 pm by Sue Jameson

**Call to Order (by Sue Jameson, President)**

**Approval of Minutes from June 29, 2015**

**Approved.** Bob Levitt moved to approve the minutes, Deepthi Brown seconds. All Approved. The June 29<sup>th</sup> minutes are approved.

**New Business**

**Architectural Committee**

**ARC Requirements Update:** The blue line copy has gone to the HPPOC Attorney's who have made some minor changes. They are also updating the fine policy. They have reviewed and approved the new fee's for submitting. Once they are finished, the ARC would like to review the changes before the Requirements are sent out to membership for a 30 day comment period.

**Construction Log Report:** Sue Jameson has designed an update to the current Drive By reports to be renamed the Construction Log Report. The new format is an excel spreadsheet that is a searchable format. There are still a few improvements needed but overall it should be a much better

format. Richard Blumenberg is updating the Drive By's twice a month now. He is also sending letters to residents that are not in compliance or need to make changes.

There are several homes on the recent Construction Log Report that have issues. Blumenberg gave a report.

**701 Chapala Drive;** The window placement is not what was on the approved drawings. The windows are much smaller and they are painted black, so the windows really pop. Also the raised wings are higher than the submitted plans.

**ACTION:** Blumenberg will contact homeowner and set up a meeting for this week. If necessary follow up with a Cease and Desist letter from the HPPOC attorney's.

**815 Toyopa:** The resident was asked to resubmit for a covered patio that was an open trellis on the approved plans at the end of June. The resident did contact ARC member Blumenberg in August. Now the house also has siding that is different than the approved plans and a color that is not in accordance with the neighborhood.

**ACTION:** Blumenberg will contact homeowner and set up a meeting for this week. September 10<sup>th</sup> contact the resident and tell him to stop all construction until this can be worked out. If necessary follow up with a Cease and Desist letter from the HPPOC attorney's.

**314 Toyopa:** Resident was going to talk to his new neighbor and see if they would be bothered by the location of the current pool equipment. He would then like to resubmit plans for the current location of his pool equipment, which is in the 5 feet set back. The Board has already denied his variance request. The Board discussed this and has decided they will not hear another variance request for the same issue.

**ACTION:** Contact resident and let him know they will not grant a 2<sup>nd</sup> variance request. The pool equipment is not in compliance and he will need to move the location.

**411 Alma Real;** There is a gable that is not on the approved plans. Blumenberg will call the builder and make arrangements for a resubmittal.

**14914-14930 Corona del Mar:** HPPOC office will contact the new owners and work with them to clean up the property and replace the fence.

**525 Alma Real:** In late June the resident was sent a Submit plans letter. The HPPOC Office spoke with her in mid August and she said they would submit soon. Several residents have contacted the office about her Pergola in the backyard.

**ACTION:** Contact resident arrange a home visit with Blumenberg to see what is actually going on.

**Building Cycle:** is about 18-24 months. Levitt suggested Blumenberg do onsite visits several times during this cycle.

**Follow Up –** The HPPOC Office will need to schedule follow up dates for all resubmittal letters, appointments, and architectural issues.

Mr. Littlestone noted that the current ARC Requirements are in conflict with the CC&R's when it comes to fence height. The CC&R's say the height restriction is 5ft and the ARC Requirements say 6ft.

**HPPOC Street Light LED Conversion:** Many of the streetlights on Chautauqua have been out for more than two years. Resident Dick Littlestone contacted the supervisor for Bureau of Street Services, Ben Lazor and finally got the lights back on. There were also lights out on Borgos Place and those lights have been replaced as well. Littlestone has asked the HPPOC Office to keep this contact info. Jameson has asked the office to create an email blast asking residents to report outages to the office so it can be reported and there can also be follow up. The LED conversion was not discussed.

### **Old Business**

**Homeless Task Force Report:** The fire signs have been paid for and are almost ready to be posted. Jameson would like the HPPOC Office to contact the Corona del Mar residents about posting the signs on the bluffs.

**Holiday Lights:** Deepthi Brown will chair the Holiday Lights party which will be on Nov. 29<sup>th</sup>, the Sunday after Thanksgiving. There will be lights

again on the Pampas Ricas Islands.

Note: Resident Dick Littlestone objects to the expense of the party and Holiday lights.

**HPPOC Security:** HPPOC is exploring patrol services for the Huntington Palisades. A RFP, which has been approved by the HPPOC Attorney's, has been sent to 4 security companies for bids. The 4 security companies are ADT, SSA, ASC and Palisades Patrol. 3 of the 4 companies have responded. A ballot will go to the residents to vote on this initiative and a special members meeting will be held in November. The location will be the United Methodist Church.

**Annual Picnic Update:** The Annual Picnic in the Park committee has requested an additional \$750.00 for their budget. Jameson has approved the request and it is noted here in the minutes. The Picnic is set for Sept. 27 in the afternoon at the Huntington Park.

**Film Rule Update:** The old Film Rules have gone to the HPPOC Attorney's for a new rewrite. The last rewrite by the former HPPOC attorney's will not be used. The Attorney's are also updating the fine policy. Once they are finished, the New Film Rules will be sent out to membership for a 30 day comment period.

### **Financials**

**Treasurer's Report:** Income; Currently HPPOC is over budget by about \$30,000 for Architectural, Administrative costs, which was under budgeted, Legal, which will have some more costs and the Homeless Brush Clearance. HPPOC has ample cash reserves, so there will be no financial problems.

**Note:** Resident Dick Littlestone has asked that the Board be sensitive to the costs of the elderly when considering a raise of the annual assessment.

**Liens:** No liens have been filed for 2015 as of this date. There were a few problems where people said they had paid or the addresses did not match, that are being solved by the HPPOC office. The office has also made calls again to give residents a chance to pay before a lien has been filed. The few remaining unpaid assessments will be liened this week.

**2015 Budget Discussion:** Tabled until November.

**Insurance renewal:** A new proposal from our Insurance agent will be sent by September 22. The HPPOC insurance is due to be renewed by October 22<sup>nd</sup>.

The meeting adjourned at 8:04 pm.