

HUNTINGTON PALISADES PROPERTY OWNERS CORPORATION, LTD.

BOARD OF DIRECTORS MEETING
COMMUNITY UNITED METHODIST CHURCH
801 VIA DE LA PAZ, HART LOUNGE
PACIFIC PALISADES, CA 90272
TUESDAY, OCTOBER 1, 2019 – 7:00 PM

OPEN SESSION MINUTES

DIRECTORS PRESENT

Brad Knyal, Vice President
Sandy Thomas, Member at Large
O'Donnel Iselin, Director

DIRECTORS ABSENT

Patrick Brown, Treasurer

FIRSTSERVICE RESIDENTIAL

Alex Mathews, Community Manager

ARCHITECTURAL COMMITTEE

Richard Blumenberg, AIA, LEED AP

I. CALL TO ORDER

The Open Session Board of Directors meeting for the Huntington Palisades Property Owners Corporation was called to order at 7:00 p.m.

II. ANNOUNCEMENT - EXECUTIVE SESSION MEETING

In accordance with Civil Code Section 4935(a) the board will be meeting in Executive Session immediately following the Regular Session meeting on April 5, 2016, in order to consider litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon the member's request, regarding the member's payment of assessments, as specified in Civil Code.

III. REPORTS

The following reports were reviewed and filed:

- A. MANAGEMENT REPORT
- B. WORK ORDER REPORT

IV. HOMEOWNER FORUM

One architect was present on behalf of a homeowner to discuss architectural guidelines for patina copper roofing.

V. CONSENT CALENDAR

Motion: Thomas
Second: Knyal

Resolution: The Board approve items A-D as presented.

A. FINANCIAL STATEMENT JULY 2019

That the Board approves the Association's income statement for July 31, 2019, comparing actual results to budget, reserve statement, bank statements and reconciliations, check history report and general ledger as presented, subject to an annual audit. The report reflects a year to date net operating income/(loss) of \$138,313.99 and year-to-date reserve funding of \$0.00 compared to the year-to-date reserve funding budget of \$0.00. The actual year-to-date operating expenses were \$101,279.61. The budgeted year-to-date operating expenses were \$101,279.61. The reserves are funded through July 31, 2019. The association has \$568,832.92 in operating funds, which represents 25.11 months of budgeted expenses and reserve contributions. The association has \$0.00 in reserve funds.

B. FINANCIAL STATEMENT JUNE 2019

Proposed Resolution: That the Board approves the June 30, 2019 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income/(loss) of \$151,981.27 and year-to-date reserve funding of \$0.00 compared to the year-to-date reserve funding budget of \$0.00. The actual year-to-date operating expenses were \$87778.81. The budgeted year-to-date operating expenses were \$135942.00. The reserves are funded through June 30, 2019. The association has \$744,987.11 in operating funds, which represents 32.88 months of budgeted expenses and reserve contributions. The association has \$0.00 in reserve funds.

C. FINANCIAL STATEMENT MAY 2019

Proposed Resolution: That the Board approves the May 31, 2019 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income/(loss) of \$164,996.97 and year-to-date reserve funding of \$0.00 compared to the year-to-date reserve funding budget of \$0.00. The actual year-to-date operating expenses were \$74817.67. The budgeted year-to-date operating expenses were \$113285.00. The reserves are funded through May 31, 2019. The association has \$756,429.61 in operating funds, which represents 33.39 months of budgeted expenses and reserve contributions. The association has \$0.00 in reserve funds.

D. FINANCIAL STATEMENT APRIL 2019

Proposed Resolution: That the Board approves the April 30, 2019 interim financial reports and bank reconciliations as presented, subject to annual audit. The report reflects a year-to-date net operating income/(loss) of \$176,242.20 and year-to-date reserve funding of \$0.00 compared to the year-to-date reserve funding budget of \$0.00. The actual year-to-date operating expenses were \$63273.86. The budgeted year-to-date operating expenses were \$90628.00. The reserves are funded through April 30, 2019. The association has \$759,484.09 in operating funds, which represents 33.52 months of budgeted expenses and reserve contributions. The association has \$0.00 in reserve funds.

VI. NEW BUSINESS

A. BOARD RE-ORGANIZATION AND APPOINTMENT

Vice President, Brad Knyal has announced his resignation from the Board effective at the end of the meeting.

Resolution: That the Board accepts the resignation of Vice President, Brad Knyal and the appointment of two new members, Ed Wilson and John Morrissey to serve as Directors.

Motion: Thomas
Second: Iselin

The Board tables the re-organization of its members to the November 5, 2019 meeting.

B. APPROVAL OF MNUTES AUGUST 2019

Resolution: The Board approves Regular Session minutes dated August 13, 2019 be approved as presented.

Motion: Thomas
Second: Iselin

C. CDM PARK PET AGGRESSION AMENDMENT

Resolution: The Board tables the draft amendment to clarify pet aggression rules at CDM Park.

D. TREE LIGHTING PROPOSAL

Resolution: The Board approves the proposal from Magical Holiday Designs for the set-up, lease of lights, extension cords, take down, and insurances for 5 weeks of the holiday season. The total contract amount is \$12,550.00 with a \$6,275.00 deposit due upon installation.

Motion: Thomas
Second: Iselin

E. SPRINKLER STRUCTURE CDM PARK

Resolution: The Board approves the proposal from Pablo Coy to build a fence structure surrounding the CDM park sprinkler system for \$2,100.00.

Motion: Thomas
Second: Iselin

F. ARCHITECTURAL DRIVE

The following report was reviewed and filed.

G. RESERVE STUDY PROPOSAL

Resolution: The Board approves the proposal from Strategic Reserves for the Level 3 Study to the amount of \$399.00.

Motion: Thomas
Second: Iselin

H. LEIN APPROVAL

Account Number	Total Amount Due
0471-01	\$802.23
0385-02	\$1,886.04

0307-01	\$342.01
0208-01	\$542.83
0187-01	\$3,247.85
0155-01	\$720.26
0148-01	\$591.11
0124-01	\$503.52
0075-01	\$630.58
0031-01	\$489.70
0014-01	\$457.03
0004-01	\$875.59

Motion: Thomas
Second: Iselin

Resolution: The Board approved to authorize management to place liens on the above accounts should the delinquent assessments not be paid within the time period established in the intent to lien letter.

XII. ADJOURN

There being no further Open Session business to come before the Board, the meeting was adjourned at 7:42 p.m.

APPROVED: *Pandora Skow* DATE: 11/19/19