

**Seagate Village Community Homeowners Association**  
**Board of Directors Meeting Minutes**  
May 12, 2020

**MINUTES**

**I. OPEN FORUM** – Five members of the community were present and brought up their concerns for the over growth that was experienced during the month of March. Board explained to them a difficult decision of having to forgo landscape service for the month of March was decided due to the HOA’s fiscal position of not having the means to pay for two landscape contracts for March. Pacific Green stated it would take 90 days to bring the property up to par, as the spring rain storms brought forth the over growth. Concerns for the type of weed emergent was brought forward, board to discuss with Pacific Green Manager. Concerns regarding the dog waste station were brought forward, people using the dog waste station for personal trash instead of dog waste.

**II. CALL TO ORDER**

The May 12, 2020 Seagate Village Board of Directors meeting was called to order by President Robert Cantrell at 6:36 pm.

**Officers Present**

<b>President</b>	Robert Cantrell
<b>Vice President</b>	Loreen Thomas
<b>Treasurer</b>	Vivian Doudt
<b>Secretary</b>	Marlon Taylor
<b>Director</b>	Jim Thompson

In addition, Judi McMahon of CHAMPS, a Division of AAAM, LLC were present.

**III. Approval of Minutes**

**A. Approval of the Board of Directors Meeting Minutes of March 10, 2020 prepared by CHAMPS/AAM.**

**RESOLUTION:** A motion was made, seconded and unanimously carried to approve the Board of Directors Meeting Minutes of March 10, 2020 prepared by CHAMPS/AAM.

**IV. Financials**

**A. Approval of the Financial Statements and Bank Reconciliations for the period ending February 29, 2020 subject to year-end review.**

**RESOLUTION:** A motion was made, seconded and unanimously carried to approve the Financial Statements and Bank Reconciliations for the period ending February 29, 2020 subject to year-end review.

**B. Approval of the Financial Statements and Bank Reconciliations for the period ending March 31, 2020, subject to year-end review.**

**RESOLUTION:** A motion was made, seconded and unanimously carried to approve the Financial Statements and Bank Reconciliations for the period ending March 31, 2020.

**C. Approval of the Financials Statements and Bank Reconciliations for the period ending April 30, 2020, subject to year-end review.**

**RESOLUTION:** A motion was made to table the approval of the Financial Statements and Bank Reconciliations for the period ending April 30, 2020 for additional time to review.

**D. Delinquency Report**

1. **Review of the Delinquency status report:** The Board reviewed the Delinquency Report.

**RESOLUTION:** There was no Board Action at this time.

2. **Legal Counsel Update and correspondence from Green, Bryant & French**

No action was required due to COVID-19 there was no update provide by Green, Bryant & French for the month of April/May 2020.

**V. Committee Reports**

**A. Landscape**

**B. Architectural**

**C. CC&R Committee:** Management advised Board to wait to count votes when HOA can meet in person to have volunteer community members assist with the opening of ballot envelopes.

**VI. New Business**

**A. Review and Tax Proposal from T.M. Ferrara, CPA FYE 6.30.2019:** Review and approval of Audit performed by Timothy M. Ferrara, CPA.

**RESOLUTION:** A motion was made, seconded and unanimously carried to approve the Financial Statement.

**B. SB323 Election Rules:** Review of SB323 Election Rules prior to mailing to all homeowners to remain in compliance with the law and Civil Code.

**RESOLUTION:** No action required at this time.

**C. Esquire Landscape:** Last invoice received for contract services \$8,155.00 with additional irrigation valve charges \$935.00. Pacific Green inspected the work performed to clarify charges were correct. Advised Management of status.

**RESOLUTION:** A motion was made, seconded and unanimously carried to ratify the approval of the last invoice received from Esquire Landscape for the \$8,155.00 and \$935.00 charges.

**D. Dog Waste Stations:** City of Encinitas advised Board President the dog stations need to be sanitized after each use. Discussion and advise Management how to proceed.

**RESOLUTION:** A motion was made, seconded and unanimously carried to table the Dog Waste Station concerns regarding sanitization.

**E. Resignation of Michael Wells:** Ratify letter of Resignation from Michael Wells. He has sold his unit and is moving out of the community.

**RESOLUTION:** A motion was made, seconded and unanimously carried to accept the Resignation received by Michael Wells.

- F. Request for ADR:** Homeowner requesting ADR for neighbor use of barbeque as the smoke is a nuisance.  
**Board information:** Forward the request to Legal Counsel to advise how to handle during COVID-19.
- G. EDCO:** Truck Driver(s) requesting red striping around curb area(s) of Cloudview and Hill Top the intersection is hard to view on-coming vehicles.  
**RESOLUTION:** A motion was made, seconded and unanimously carried to paint the two curbs red and make this area a no parking zone and offenders will be fined in accordingly.

#### **VII. Homeowner Correspondence:**

The Board reviewed the following correspondence from the homeowners and commented as following:

- a.** Homeowner Courtesy Notices and Approval letters, etc.  
**Board Response:** No action required, Reviewed by Board.
- b.** 1740 Edgefield concerned about landscapers using the visitors parking.  
**Board Response:** No landscaper service for March 2020, resumes April 2020.
- c.** 1803 Autumn concerned about Pine tree size & concern for her year.  
**Board Response:** Board to address tree with the next schedule tree trimming.
- d.** 1772 Edgefield tree roots growing into restroom plumbing.  
**Board Response:** Board to address and have the roots from the removed tree killed.
- e.** Homeowner concerned about mow curbs.  
**Board Response:** The board appreciates the concern and will have the area on the mow curbs filled once the City of Encinitas Inspector, inspect the Reclaimed Water Project.
- f.** Homeowner concerned about community concrete, asphalt, fees & landscape. 1654 Blossom & 1806 Blue Bonnet concerned about landscape post mow curb & reclaim water project.  
**Board Response:** The board will address their concerns.


#### **VIII. Vendor Related Correspondence:**

- 1. Pacific Green:** Monthly Punchlist also have been informed that it will take 90 days to property in shape.  
**Board Information Only**

#### **IX. Announcements**

- A.** The next regularly scheduled Board Meeting is Tuesday, June 9, 2020 at the Encinitas Community Center at 6:30 pm, depending on the COVID-19 regulation or via Zoom tele-conference or video-conference.
- B.** The next walk thru is scheduled to be held on Tuesday, June 9, 2020 at 11:30 a.m., meeting at the pool area.

**IX. Adjournment:** There being no further business the meeting was adjourned at 8:24 pm.

**Attested:**  \_\_\_\_\_

**Date:** 8/31/2 \_\_\_\_\_