

# Seagate Village Community Homeowners Association

## Board of Directors Meeting Minutes

July 14, 2020

### MINUTES

**I. OPEN FORUM** – Began at 6:30 pm seven members of the community were present and brought up their concerns for the landscape committee, Pine trees behind Autumn Lane on the slope, termite activity, kids riding bikes in common area planters areas, converting volleyball to bocce ball court, leave piles, slopes in condo area, sprinkler adjustments, possible broken sprinkler line across from 1740 Edgefield and appreciation for the boards care for the community.

**II. CALL TO ORDER**

The July 14, 2020 Seagate Village Board of Directors meeting was called to order by President Robert Cantrell at 6:57 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 June 9, 2020 prepared by CHAMPS/AAAM.**

**RESOLUTION:** A motion was made, seconded and unanimously carried to approve the Board of Directors Meeting Minutes of May 12, 2020 prepared by CHAMPS/AAAM.

**IV. Financials**

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

**B. Delinquency Report**

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

**RESOLUTION:** A motion was made, seconded and unanimously carried to send demarcated account to collections.

**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 at the time of the meeting.

**IV. Financials Cont.**

3. **Collection Policy changed from interest to 10% of assessment fee at the 30 day late fee.**

**RESOLUTION:** A motion was made, seconded and unanimously carried to change the Collection Policy from interest to 10% of assessment fee at the 30 day late fee.

**V. Committee Reports**

- A. Landscape** – Vivian reported the sprinkler systems on the slopes need upgrading before moving forward with planting of the slope areas in condo area for erosion control. June Pecchia joined the landscape committee. Pacific Green is checking all sprinklers for proper irrigation coverage.
- B. Architectural** – No Report by Jim at this time.
- 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. Management asked membership for volunteer and Mr. Eldridge kindly stated he would count ballots.

**VI. New Business**

**A. Pacific Green Landscape Proposals:**

quote	5/25/2020	1744 Gentle Breeze	Option 1	Plant Iceplant- leave existing ground cover in place	\$	140	No
quote	5/25/2020	1744 Gentle Breeze	Option 2	Dig & remove all ground cover & plant Iceplant	\$	395	No
quote	6/11/2020	1744 Gentle Breeze	Option 3	Remove groundcovering&iceplant & plant Acacia redolens	\$	486	Yes
quote	5/25/2020	1752 Edgefield		Replant slope -dig& remove declining red fescue	\$	1,056	Yes
				Mexican Sage,Phorium Tenax,Tecoma Orange Jubilee,Lantana,Lampranthus ice plant			
quote	5/25/2020	1734 Edgefield		Remove declining acacia & replant slope	\$	1,548	Yes
				Mexican Sage,Sierra Apricot Tecoma, Bougainvillea,Lanta,Senecio Blue Chalk			
				Fill in bare areas by planter (Agapanthus Africanus & Polygala			
quote	5/25/2020	1756 Gentle Breeze		'petite Butterflies)	\$	115	Hold
quote	6/12/2020	Chaz Park-Lrg Green Belt		Regrade DG Trail	\$	1,350	No
quote	6/11/2020	Pool Fence		Blackberry Vines	\$	135	No
quote	6/11/2020	Rambling&Edgefield		1793 Edgefield-Plant Carissa Tuttleiii along split rail fence	\$	525	Hold

**RESOLUTION:** A motion was made, seconded and unanimously carried to approve option 3 1744 Gentle Breeze 6.11.2020 bid.

A motions was made, seconded and unanimously carried to approve 1752 Edgefield 5.25.2020 bid.

A motion was made, seconded and unanimously carried to approve 1734 Edgefield 5.25.2020 bid.

A motion was made and unanimously carried to table the remaining bids for a later date.

**B. Pacific Green Irrigation Repairs:**

Controller 5 – 1709 Edgefield	11 sprinkler stations
Controller 6 – 1794 Edgefield	20 sprinkler station total cost \$8,067.00

**RESOLUTION:** A motion was made, seconded and unanimously carried to approve the replacement of irrigation controller five and 6 at a cost of \$8,067.00 for efficiency.

**VI. New Business Cont.**

**C. Rodent Control – Currently 43 Bait Stations:**

Rodent Pest Control	50 baits stations	Extra stations 4.00ea	200.00 per month
Major League	55 bait stations	450.00 to start	300.00 per month
Mission Pest Control	50-70 bait stations	Start 20.00 ea. 1,000.00 – 1,400.00 then 5.20ea per month	260.00-364.00 per month

**RESOLUTION:** A motion was made, seconded and unanimously carried to accept the contract for Rodent control from Major League Pest Control for \$300.00 per month after start-up fee of \$450.00.

**D. Pacific Green Irrigation Repairs:**

Controller 7- 1719 Gentle Breeze	17 sprinkler stations
Controller 8 – 1714 Knollfield	19 sprinkler stations total cost \$6,045.00

**RESOLUTION:** A motion was made, seconded and unanimously carried to approve the replacement of irrigation controller seven and eight at a cost of \$6,045.00 for efficiency.

**E. 1681 Hilltop:** Owners would like to replace their fence and requesting the HOA to share cost as the fence borders Rambling Road.

**RESOLUTION:** A motion was made, seconded and unanimously carried to table till further research of the one-time offer from the board at the time of the 2015 Fence installation.

**F. 1759 Hilltop:** Owner requesting the lock on the gate to the slope be removed, additional information within his email.

**RESOLUTION:** A motion was made, seconded and unanimously carried to deny the owners request to remove the lock from the gate due the area being a public access area and liability reasons.

**G. 1803 Autumn Place:** Owner requesting the large pine trees in the greenbelt behind her home be trimmed and thinned out.

**RESOLUTION:** A motion was made, seconded and unanimously carried to include the pine trees for Fall 202 trimming.

**H. Condo Hammock & Captain Chairs:** Discussion of hammock, Captain Chairs and slides installed without approval. Management has sent out letters to units with these items requesting an Architectural Request be submitted.

**RESOLUTION:** One recipient of the courtesy noticed removed their chairs. Board advised Management to send out secondary notices with Maintenance & Indemnity for the owners to claim liability should the units beams be compromised/damaged in any way. The owner will be liable for the repairs.

**I. Condo Trees & Roots:** Discussion of plan to approve plumbers to handle plumbing issues, removal of stumps and root killing.

**RESOLUTION:** Board ask Management to research vendor to kill Liquid Amber roots from tree removal.

- J. SB323 Election Rules:** No comments were received from the membership for the 28 day comment period.  
**RESOLUTION:** A motion made, seconded and unanimously carried to accept the SB323 Election Rules as no comments were received from the membership.

**VII. Homeowner Correspondence:**

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


- a. Homeowner Courtesy Notices (C.N.) and Approval letters, etc.  
**Board Response:** No action required, Reviewed by Board.
- b. Homeowner corresponded to C.N. mailed to him regarding hammock.  
**Board Response:** Discussed in item H of New Business.
- c. Homeowner concerned of the FOB system is in need of service at Chaz Park.  
**Board Response:** Management has requested the gate to be serviced.
- d. Homeowner found a gift cards.  
**Board Response:** No one has come forward to state they lost gift cards to date.
- e. 1859 Blue Bonnet needed FOB and pest control advised.  
**Board Response:** The board advised to deactivate current FOB and give the new FOB as a courtesy.
- f. 1732 Edgefield, request additional treatment for ants work order to Mike to retreat.  
**Board Response:** Board requested management to contact Mike for a secondary treatment of ants.
- g. 1740 Edgefield provided photos to follow up C.N. to remove Fan Palm.  
**Board Response:** Board advised management to send out a letter stating any damages from the Mexican Fan Palm will be the owner responsibility.
- h. 1814 Blue Bonnet trash dumpster & porta-potty for three days.  
**Board Response:** No response needed, notification only.
- i. 1633 Hilltop, follow up to pickle ball use.  
**Board Response:** No response needed as Board President discussed matter with homeowner.

**VIII. Management Update:** Items included within the board packet.

**IX. Announcements**

- A. The next regularly scheduled Board Meeting is Tuesday, August 11, 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, August 11, 2020 at 11:30 a.m., meeting at the pool area.

**X. Adjournment:** There being no further business the meeting was adjourned at 8:37 pm.

Attested: 

Date: 8/31/20