

ALTEZZA AT NEWPORT COAST HOMEOWNERS ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
DECEMBER 7, 2010  
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**BOARD MEMBERS PRESENT:** Gary Calacci  
Jess Craig  
Jerry Dotson  
Stefanie Meurer

**BOARD MEMBERS ABSENT:** Peer Swan

**MANAGEMENT REPRESENTATIVES:** Megan Brenneman, CCAM®  
Keystone Pacific Property Management, Inc.

**ITEMS DISCUSSED IN EXECUTIVE SESSION – 10/26/10**

- Executive Minutes from September 28, 2010 – Approved
- Delinquent Accounts

**GENERAL SESSION**

**I. CALL TO ORDER** – The meeting was called to order by Management at 6:35 P.M.

**II. HOMEOWNER FORUM** – Bart Brown of 1 Riva was present to discuss the trees on the Trovare slope.

**III. COMMITTEE UPDATES** – There were no committee updates at this meeting.

**IV. CONSENT CALENDAR**

A motion was made, seconded and carried to approve the following items from the Consent Calendar without further discussion:

**A. General Session Meeting Minutes/Architectural Report** – RESOLVED, to ratify the action taken and approve the October 26, 2010 General Session Meeting Minutes and the Architectural Submittal report, for 10/18/10 – 11/29/10, as submitted. (4/0)

**B. Action Without Meeting Resolutions** – RESOLVED, to ratify the action taken and approve the following Action Without Meeting Resolutions as submitted: (4/0)

- **33 Terraza – Restoration Work** Servpro of Tustin \$607.35
- **Holiday Bonuses 2010**
  - Eutimio Domingo (GLS) – \$75.00
  - Victor Perez (GLS) – \$200.00
  - Jaime Pompa (GLS) – \$150.00
  - Jennifer Stocks (KPPM) – \$500.00
  - Megan Brenneman (KPPM) – \$100.00

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- C. **Financial Statement** – RESOLVED, to ratify the action taken and accept the October 31, 2010 financial statement as presented. (4/0)
- D. **Maturing Reserve Investment** – RESOLVED, to direct Morgan Stanley to re-invest the following CD in the Association's portfolio, at the best interest rate available, using the parameters that were set when the account was first established. Please ensure that the Association's funds are properly laddered and not deposited at the Bank of India or Bank of China. (4/0)
- **MSCD GE Money 12/27/10** – \$50,000.00
- E. **New Reserve Investment** – RESOLVED, to direct Morgan Stanley to open a new \$90,000.00 reserve CD in the Association's portfolio, at the best interest rate available, using the parameters that were set when the account was first established. Please ensure that the Association's funds are properly laddered and not deposited at the Bank of India or Bank of China. (4/0)

V. **OLD/NEW BUSINESS**

- A. **Delinquent Accounts** – A motion was made, seconded and carried to take the following action:
- **APN #935-34-531** – This item was tabled.
  - **APN #935-34-546** – To file a lien for the collection of outstanding assessments & applicable charges. (4/0)
  - **APN #935-34-557** – To file a lien for the collection of outstanding assessments & applicable charges. (4/0)
- B. **Leak Repair Proposal/23 Terraza** – A motion was made, seconded and carried to approve the proposal from PCW Contracting Services to repair a leak in the stucco at 23 Terraza, at a total cost of \$3,280.00. (4/0)
- C. **Wood Arbor Repair/19 Valore** – A motion was made, seconded and carried to approve the proposal from PCW Contracting Services to repair the wood arbor above the sliding glass door at 19 Valore, at a total cost of \$265.00. (4/0)
- D. **Request for Reimbursement/21 Ultima** – A motion was made, seconded and carried to grant the homeowner's request for reimbursement of \$695.00 in termite repair work, which was paid to Angelo's Termite Company through escrow. (4/0)
- E. **Homeowner Request/1 Suprema** – This item was tabled.

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- F. Next Meeting Date** – The next meeting date is tentatively set for January 25, 2011 at 6:30 P.M. The location of the meeting will be the Coastal Canyon Facility in Newport Coast.

**VI. ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:10 P.M.

ACCEPTED: *Stephen Meurer* DATE: *Jan 25, 2010*