

**WESTLAKE POINTE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
31200 OAK CREST DRIVE, WESTLAKE VILLAGE  
OCTOBER 30, 2018  
MINUTES**

APPROVED

**CALL TO ORDER**

The regular meeting of the Board of Directors was called to order by Board President, Teresa Smith, at 7:03 pm.

**ROLL CALL**

Present: President: Teresa Smith, Vice President: Sal Stassi, Secretary: Donna Cannava & Treasurer Jeff Parkhurst. Also present was Cheri Conti, Christy Asher and Raymond Melero (as Recording Secretary) of Spectrum Property Services.

Absent: Member at Large: Arash Kiankhooy

**APPROVAL OF MINUTES**

Sal made a motion to conditionally approve the regular September 26, 2018, with the amendments in the paragraph of the previous management company distributing pool fob keys. Cheri Conti will be distributing pool fob keys accordingly. Teresa seconded, motion passed.

**TREASURER'S REPORT**

Treasurer to report the following for month ending **SEPTEMBER 2018**:

Beginning Balance Operating	\$131,301.55
Operating Cash Balance	\$135,256.60
Beginning Balance Savings	\$574,588.54
Savings Account Balance	\$574,673.83

The Board has reviewed all bank reconciliations for operating and reserve accounts as provided by Spectrum Property Services.

**COMMITTEE REPORTS**

**A. Architectural – Donna & Yahudah**

Yahudah, Donna and Antoinette will be conducting an architectural walkthrough on Sunday; November 4, 2018 for any homeowners whom may be in violation of the rules and regulations.

**B. Landscape**

Sal Stassi presented a report to all homeowners who attended the regular session board meeting to inform the members of the Board of Directors intent for the landscaping.

The Board will be reviewing the landscaping proposals during the executive session as this is a contract to be determined if necessary or if further action will be taken by both the landscapers or the Board of Directors.

Sal Stassi discussed and informed the board that the irrigation repairs are necessary and should be completed accordingly. No action taken at this time.

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Renovations of the landscaping may be starting on Lake Crest Court to be a sample home 5 separate presentations for the homes. The front entrance landscaping will not be started just yet and has been placed on hold.

The Tree trimming will be taking place in the 2<sup>nd</sup> week of December. Homeowners were instructed to contact Cheri Conti via e-mail to report a tree needing clearance around the homes.

#### C. Pool/Spa

The Board requested another proposal to re-plaster the pool and spa along with tile replacement. Management will obtain proposals accordingly.

Sal mentioned that the method of access to the pool restrooms have been changed as the pool fob keys are no longer required to gain access into the restrooms. The locks are similar to an airplane restroom locks when the restrooms are in use, the locks will display "occupied".

Sal mentioned that the proximity readers are installed as well as the security cameras, the coverage to the cameras in the pool area are great along with great coverage to the front and back gates. No further action needed at this time.

#### D. Parking & Security Patrol

No action reported at this time for parking and security patrols.

### MANAGER'S REPORT

#### A. Repair and Maintenance Log

The Board reviewed the monthly Repair and Maintenance Log.

The two new light poles were installed by Morning Star Electric, no further action necessary at this time.

The Board elected to defer the matter of the termite inspection report from Ventura Pest Control for the dry rot to the wood members at the pool area.

Cheri has been working with Las Virgenes Water District to resolve the matter of the backflow that did not pass. Crowder Backflow was not able to proceed with Cheri's request as they are not certified for Los Angeles County.

The Board reviewed the progress report submitted by Way Stoked Construction for the work order items that are pending for the association. Revised proposals will be requested by Cheri Conti and will be submitted to the Board accordingly.

The Board elected to table to proposal for pressure washing the entryway, Cheri Conti will be obtaining an additional bid and the proposal will be readily available at the November 20, 2018 Board meeting.

#### B. Violation Log

The Board of Directors elected to discuss the violations during the executive session meeting to be held shortly after adjourning the regular session meeting.

C. Correspondence

D. Delinquency Report

Board reviewed Delinquency Report as an FYI, no action needed at this time.

#### **OLD BUSINESS**

The Board was informed that the property insurance renews in November 1, 2018. Teresa made a motion to approve the insurance renewal. Sal seconded no further action required at this time.

#### **NEW BUSINESS**

Jeff made a motion to approve the full audit \$1,850 with Owens Moskowitz. Teresa seconded. Motion approved.

#### **HOMEOWNER FORUM**

A homeowner inquired about the tree removals, if trees will be replaced once removed. Sal Stassi responded back with the answer of "yes" the trees will be replaced accordingly.

Moshe Bavli wanted to congratulate the Board for the well written newsletter that was mailed to the community. Homeowner also questioned above landscaping and the amount of hours that the landscapers are at the property. Homeowner had concerns with the asphalt slurry "patch work" can be seen from the last asphalt project that was completed.

Homeowner mentioned cracks being seen in the asphalt in front of home near 32132 Canyon Ridge Drive. Board informed homeowner that the asphalt will need to be completely removed and redone.

A homeowner wanted to thank the Board for volunteering their time and efforts in helping maintain the association's property values and offering their service to assist in any way possible.

The homeowners on Canyon Crest Court are content with the landscaping and would like to request that the landscapers inspect the irrigation near the driveways.

#### **NEXT MEETING**

The next regular meeting has been scheduled to be held on November 20, 2018 at 7:00 P.M. at the City of Westlake, Community Room, 31200 Oak Crest Drive, Westlake Village.

#### **ADJOURNMENT**

There being no further business, Teresa Smith adjourned the regular meeting at 7:56 pm.