

Cresta Palos Verdes Homeowners Association  
July 15, 2021, Board of Directors Meeting Minutes

- I. **Call to Order:** The following are the Minutes of the Meeting of the Board of Directors of the Cresta Palos Verdes Homeowners Association, held on July 15, 2021. This was a video Zoom and telephonic meeting. Jack Simmons called the meeting to order at 5:35 PM.
- II. **Board Members Present:** Jack Simmons (JSP), President; Treasurer, Kristin Lyons, (KL) Secretary and James Spencer (JP), Vice President.
- III. **Board Members Absent:** Member at Large Gina Jorge (GJ) and Rob Hashemi (RH),
- IV. **Management Company representative present:** Maria Lelea of Scott Management Company (SMC).
- V. **Owners Forum** Homeowners were provided an opportunity to provide comment on Association related business: Homeowner's Forum (3 minutes per owner)
- VI. **Owners present:** Eric & Diane Schott, Kathy Marlatt, Pauline Beecroft, and Susan Reymond, Mike Gruntman, Ray Desta belle, Camryn Chapman.
- VII. **Minutes:** James made a motion to accept the meeting minutes for May 27, 202 as presented by SMC. A second was made by Jack S. The motion carried with all in favor.
- VIII. **Financial Review**  
As required by California Civil Code Section 5500 (a) through (f), the Board of Directors reviewed the Association's Monthly Financials report for June 2021. Scott Management reported the amounts shown on the Balance Sheet as to Assets and Liabilities, as of June 2021 are as follows: the Operating Account balance was \$42,428.63. The reserve account balance is \$227,769.70. The association is current with its monthly reserve contributions.  
  
James made a motion approve the financials Jack S. made a second to the motion. Motion carried with all in favor. Financials are subject to year-end review by the Association's accountant.
- IX. **Committees**  
  
**Landscaping Committee Report:** - Notice provided by Kathy Marlatt, Landscaping Committee Chair
  - a. Landscaping Committee general report: The committee with review the list of trees to be trimmed in the fall. This matter is tabled for discussion at the next meeting.

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- b. The walkway behind unit #82 irrigation concern is still work in progress, no new development.
- c. The Oleanders– this matter is tabled for next month's discussion.
- d. Baldwin request status - The matter is tabled to the fall when the next tree trimming is scheduled.

**Volunteer Maintenance Committee:** Notice provided by Kristin Lyons, Volunteer Member.

a. Tennis

- SMC is expecting to acquire tennis court repair or replacement proposals for the volunteer maintenance committee to review. The matter is tabled to the next meeting for further discussion.

b. Storage Cabinets

- e. Adding unit #'s to garage storage cabinets/to be replaced by Committee.
  - The committee has not been able to get together and organize the numbers installation. The matter is tabled to the next meeting for further discussion.

**X. Old Business**

1. Clubhouse Rules Revision – – The Board agreed that the clubhouse will stay closed until next month, as there are some changes that the Board wishes to tackle before it is officially open to all. The matter is tabled to the next meeting for further discussion
2. Concrete Walkway-Joint Replacement – Work in progress – SMC reports that Escobar Maintenance is handling the project. Matter is tabled to next meeting or until it is completed.
3. Pool Heater Status: Rancho Pools confirmed that the heater work has been completed. This matter is completed and will be removed from Agenda. However, the Acid was still pending and that will be updated at the next Board meeting. The matter is tabled to the next meeting for further discussion.
4. Unit #13 reported a missing chimney cap and missing stucco around top chimney concrete crow. Board is seeking second bid to review and determine best action to make the necessary repairs. After review of three proposals, from Genesis Roofing, Oliver Twist and Mark Westfall Roofing, Jack made a motion to approve the proposal from Mark Westfall to install a new custom cap and spark arrestor for \$795.00. Kristin made a second to the motion. Motion carried with all in favor.

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5. Unit #102 reported a missing chimney cap/chase cover replacement. As for prior unit. The Board reviewed three proposals, one from Genesis Roofing, Oliver Twist and Mark Westfall Roofing. A motion was made by Jack to approve the proposal from Mark Westfall to install a new custom cap and spark arrestor for \$795.00. Kristin made a second to the motion. Motion carried with all in favor.
6. Unit #1 Slab Leak – As it was confirmed that there was a slab leak, several options were presented to the Board to review. After much consideration, a motion was made by Jack to proceed with ePipe system to take care of the slab leak. This is a 10-year warrantee without the need to open the concrete. James seconded the motion. Motion carried all in favor.
7. Unit #112 Repair Unit – Roof repairs are complete. This matter is closed and will be removed from Agenda.
8. Pool and spa maintenance bid Review- Board reviewed different proposal to service and maintain the pool and spa. As the Board is not happy with the current service provider. A motion was made by James to proceed with Campbell's Pool Service, \$350.per month for twice a week. Kristin second the motion. Motion carried with all in favor.
9. Concrete Walkway Joint Replacement- The matter is tabled to the next meeting for further discussion.

## **XI. New Business**

10. Cresta PV Election Timeline – SMC confirmed that the election process is to start in late September or Mid October. As the Fiscal year end is on December 31. Annual Meeting will be held in January 2022. SMC to acquire Inspector of Elections Bids for the September meeting.
11. Cresta PV Electric Bicycles and Charging Policy- The Board discussed the possibility of installing a charging station. However, as each unit is responsible for its electricity, it would not be feasible for the Association to install charging stations for the community. The matter is closed and will be removed from the Agenda.
12. Cresta PV Storage Boxes – 14 file boxes of Cresta PV documents are pending pickup from SMC. If association can't find a volunteer to pick up, SMC to provide a bid to have them delivered. Matter is tabled for next month.

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13. Cresta PV Meeting Locations – The Board agreed that until all COVID19 restrictions are lifted, they will continue to meet via zoom
14. Unit 15 and 19 Common Area Garage Sewer Line – SMC to have the leaking pipe report investigated and acquire any bids as needed. The matter is tabled for the next Board meeting.
15. Unit #47 Common Area Garage water leak - SMC to have the leaking pipe report investigated and acquire any bids as needed. The matter is tabled for the next Board meeting.
16. Unit #5 Skylight Request -. The matter is tabled for the next Board meeting, as the request is not complete and Board needs to further investigate if a skylight can be placed on the flat roofs.
17. Unit #5 Tree trimming Request -. The request will be forwarded to the landscaping committee to add to the fall tree trimming list if the tree can be trimmed or topped. The matter is tabled for the next Board meeting.
18. Board Future Projects - Rule revision regarding to ensure the Association is in compliance with their governing documents.

XII. **Select next meeting** date – Thursday, August 19, 2021

XIII. **Adjournment:** The meeting adjourned at 6:40 PM as there were no Executive Matter to discuss.

Minutes provided by Maria Lelea