

BRIARCLIFF HOMEOWNERS ASSOCIATION

NOTICE & AGENDA

BOARD OF DIRECTORS MEETING

DATE: WEDNESDAY, JUNE 12, 2019

TIME: 5:30 P.M. EXECUTIVE / 5:45 P.M. GENERAL

LOCATION: COMMUNITY POOL AREA, TUSTIN

Civil Code §4930: The Board may NOT discuss or take action on any item at a non-emergency meeting unless the item was placed on the agenda included in the notice that was posted and distributed pursuant to subdivision (a) of Section 4920.

EXECUTIVE SESSION

Pursuant to Civil Code §4935(a) an Executive Session will be held prior to the General Session to consider any of the following: litigation, matters relating to the formation of contracts with third parties, member discipline, personnel matters, or to meet with a member, upon member's request, regarding the member's payment of assessments, as specified in Section 5665. This is a closed meeting and is not open to owners unless specifically agreed to by the Board per Civil Code §4925(a).

- I. DECLARATION OF QUORUM / CALL TO ORDER 5:30 P.M.**

- II. DELINQUENCIES**
 - A. A/R Aging & Reconciliation Report 05/31/19
 - B. Collection Attorney Status Reports

- III. MEMBER DISCIPLIN**

- IV. NON-COMPLIANCE**

- V. LEGAL**
 - A. Correspondence: Neighboring Business Re: Tree (3) removals and Damaged Wall
 - B. Correspondence: CC&R Amendment (Review)

- VI. MINUTES**
 - A. 05/08/19 Executive Session Minutes

- VII. ADJOURN EXECUTIVE SESSION 5:45 P.M.**

GENERAL SESSION

- I. DECLARATION OF QUORUM / CALL TO ORDER 5:45 P.M.**

- II. EXECUTIVE SESSION DISCLOSURE**

Civil Code §4935(e): Any matter discussed in executive session shall be generally noted in the minutes of the immediately following meeting that is open to the entire membership.

- III. HOMEOWNER FORUM (15 Minutes) 5:45 P.M.**

(3 minutes per member / 15 minutes maximum)
Civil Code §4925(b), 5000(b): The board shall permit any member to speak at any meeting of the association or the board, except for meetings of the board held in executive session. A reasonable time limit for all members of the association to speak to the board or before a meeting of the association shall be established by the board.

- IV. SECRETARY'S REPORT / MINUTES 6:00 P.M.**
 - A. 05/08/19 General Session Minutes

- V. TREASURER'S REPORT / FINANCIALS 6:10 P.M.**
 - A. 05/31/19 Financial Statement

VI. LIEN APPROVALS

- A. APN #935-67-014

VII. GENERAL BUSINESS

6:15 P.M.

- A. Ranscapes Landscape Proposal: Install New Sprinklers at 15146-15148 Moir Ct. for \$425.00 Operating G/L #7220 (Irrigation)
- B. Ranscapes Landscape Proposal: Remove and Stump Grind Two (2) Dead Alder Trees at 15158 Moir Ct. for \$2,200.00 Operating G/L #7232 (Tree Maintenance)
- C. Ranscapes Landscape Proposal: New Plant Material at 16867-16871 Donwest for \$522.00 Operating G/L #7215 (Landscape Extras)
- D. Ranscapes Landscape Proposal: New Plant Material at 16888 Donwest for \$261.00 Operating G/L #7215 (Landscape Extras)
- E. Ranscapes Landscape Proposal: New Plant Material at 16906 Donwest for \$180.00 Operating G/L #7215 (Landscape Extras)
- F. MCC Construction Proposal: Repair Two (2) Balcony Posts at 16905 Donwest Operating G/L #7614 (Common Area Repairs)
- G. Tri-Star Construction Proposal: Replace Damaged Patio Gate for \$1,685.00 Reserves G/L #3170 (Fence/Gates)
- H. MCC Construction Proposal: Block Wall Repairs at 16873 Donwest for \$8,500.00
- I. Great Scott Tree Service: Tree Trimming Proposal for \$9,545.00 Operating G/L #7232 (Tree Maintenance)
- J. Ranscapes Landscape Proposal: Install Concrete Near Shower Stall for \$578.00 Operating G/L # 7614 (Common Area Repairs)
- K. Ranscapes Landscape Proposal: Remove Three (3) Dead Alder Trees at Pool Area for \$1,125.00 Operating G/L #7232 (Tree Maintenance)
- L. Ranscapes Landscape Proposal: Remove Two (2) Dead Alder Trees Near 15168 Moir Ct. for \$900.00 Operating G/L #7232 (Tree Maintenance)
- M. Ranscapes Landscape Proposal: Remove and Stump Grind Seven (7) Koelretuteria Trees Alongside Main Street for \$7,700.00 Operating G/L #7232 (Tree Maintenance)
- N. CC&R Amendment
- O. Aqua-Tek Pool Proposal: Install New Pool Heater for \$5,375.50 Reserves G/L #3140 (Pool/Spa)
- P. Solar Panel Proposals (3)

VIII. ITEMS NEEDING IMMEDIATE ACTION

Before discussing any item not on the posted Agenda pursuant to Civil Code §4930(d), the Board shall openly identify the item to the members in attendance at the meeting.

IX. NEXT MEETING

Annual Membership Meeting & Election scheduled for **Wednesday, July 10, 2019** at 5:30 pm (5:15 p.m. Registration) at the community pool area, Tustin

The next meeting of the Board of Directors will be held on **Wednesday, August 14, 2019** at 5:30 pm Executive Session and 5:45 pm General Session at the community pool area, Tustin

X. ADJOURN GENERAL SESSION

7:30 P.M.

Professionally Managed By:
Optimum Professional Property Management, Inc. (ACMF)
ACCREDITED COMMUNITY MANAGEMENT FIRM
230 Commerce, Suite 250, Irvine, CA 92602
(714) 508-9070 / (714) 665-3000 Fax
www.optimumpm.com

"Making a DifferenceTOGETHER"