

**CALIFORNIA SUMMIT ALISO VIEJO ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION  
MEETING MINUTES  
JULY 9, 2019**

**Minutes**

**NOTICE OF MEETING**                      Upon due notice given and received, a General Session Meeting of California Summit Aliso Viejo Association Board of Directors was held on July 9, 2019 at Total Property Management Inc, 2301 Dupont Drive, Suite 100, Irvine, CA 92612.

**GENERAL SESSION MEETING**

**CALL TO ORDER**                      The meeting was called to order by Board President Terri Crones, at 7:49 p.m.

**DIRECTORS PRESENT**                      Terry Crones, President  
Jena Duca, Secretary  
Charles (Chuck) Williams, Treasurer

**DIRECTORS ABSENT**                      None

**ALSO ATTENDING**                      Brittany Kitts, Total Property Management, Inc.

**HOMEOWNER FORUM**                      There was one (1) homeowner in attendance to discuss an architectural application.

**MEETING MINUTES**                      The Board of Directors reviewed the Minutes from the April 9, 2019 Board Meeting. Following review and discussion, it was the general consent of the Board of Directors to approve the Minutes as presented.

**MONTHLY FINANCIALS/FINANCIAL ACTION**

**MANAGEMENT FINANCIAL REPORT**                      The Board of Directors reviewed the final report as of May 31, 2019. Following review and discussion, it was the general consent of the Board of Directors to accept the Financials, subject to audit.

**OUTSTANDING AGING REPORT**                      The Board of Directors reviewed the Outstanding Aging Report as of May 31, 2019. No additional action was required.

**RESOLUTION TO LIEN**                      The Board of Directors reviewed the Resolution to Lien APN #632-221-05. Following review and discussion, it was the general consent of the Board of Directors to approve the Resolution to Lien.

**INOUEY, SHIVELY, & KLATT ENGAGEMENT LETTER**                      The Board of Directors reviewed the engagement letter submitted by Inouye, Shively, and Klatt for tax and audit preparation in the amount of \$875.00. Following review and discussion, it was the general consent of the Board of Directors to approve the engagement letter.

**20187 TAX RETURNS**

The Board of Directors reviewed the 2017 tax returns. Following review and discussion, it was the general consent of the Board of Directors to approve and sign the tax returns.

**GL REPORT – CITY  
OF ALISO VIEJO  
WATER QUALITY  
MANAGEMENT  
REPORT AND FEE**

The Board of Directors reviewed a GL Report and correspondence regarding the City of Aliso Viejo Annual Water Quality Management Report and Fee. Following review and discussion, Management was requested to contact the City of Aliso Viejo and confirm if California Summit is required to complete the annual report and pay the annual fee. The HOA has zero common area and the streets are maintained by the City of Aliso Viejo.

**2019-20 DRAFT  
BUDGET**

The Board of Directors reviewed the 2019-20 draft budget. Following review and discussion, it was the general consent of the Board of Directors to approve the draft budget as presented.

**MAJORITY RULES  
PROPOSAL**

The Board of Directors reviewed a proposal submitted by Majority Rules for 2019 Inspector of Elections at a cost of 546.30. Following review and discussion, it was the general consent of the Board of Directors to approve the proposal.

**MONUMENT SIGN  
LIGHTING  
DISCUSSION**

The Board of Directors discussed options for monument sign lighting. No additional action was required.

**STREET SAFETY  
CONCERNS  
DISCUSSION**

The Board of Directors discussed options regarding street safety on Wood Canyon. No additional action was required.

**NEXT MEETING**


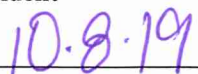
A special Executive Session Only Board of Directors Meeting is scheduled for August 20, 2019 at 6:00 p.m. at Total Property Management Inc, 2301 Dupont, Suite 100, Irvine, CA 92612.

The next Board of Directors Meeting is scheduled for Tuesday, October 8, 2019 at 6:00 PM at Total Property Management Inc, 2301 Dupont, Suite 100, Irvine, CA 92612.

**ADJOURNMENT**

There being no further business to come before the Board of Directors at this time, the July 9, 2019, General Session meeting of the Board of Directors was adjourned at 8:17 p.m.

**ATTEST:**

  
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President  
  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary