

**TRINIDAD ISLAND HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS**

**REGULAR SESSION MINUTES  
June 18, 2020**

**\* \* \* MINUTES \* \* \***

**NOTICE**

Upon due notice, the Board of Directors for the Trinidad Island Homeowners Association held a Regular Session Meeting at 5:30 p.m. on June 18, 2020 via Zoom teleconference due to the OC Health Mandates surrounding the COVID-19 virus.

**I. CALL TO ORDER**

The meeting was called to order by President Kevin Cloud at 5:33 P.M.

**ATTENDANCE**

Present: Kevin Cloud, President  
Kevin Vest, Vice President  
Ira Schey, Treasurer  
Igor Lichtmaher, Secretary  
Allen Komeff, Director

Absent: none

Management: Keystone Pacific Property Management  
Elizabeth Reed, CMCA, AMS District Manager

Others: 4 Homeowners

**II. MOTION TO ADOPT AGENDA AS PUBLISHED OR TO AMEND**

The Board was presented with the General Session Agenda as published to the membership. Upon motion duly made and seconded:

**Resolved:** To approve the agenda as presented. **5/0**

**EXECUTIVE SESSION**

The purpose of this Executive Session was to review member delinquency status, member compliance status, pending legal issues, compliance threshold and to review/approve Executive Session Minutes from the May 21, 2020 meeting.

**III. COMMITTEE REPORTS**

**A. Architectural Committee Report-** Mark Scott- Chairperson – not present

1. Architectural Log of Submittals: The Architectural Log was presented for the Board's review. Upon motion duly made and seconded:

**Resolved:** To accept the report to file with no action required. **5/0**

**B. Dock & Facilities Committee Report – Ruth Ormsby- Chairperson, present**

1. Dock Inspection - Upon motion duly made and seconded:

**Resolved:** To accept the report as presented with no action necessary. **5/0**

2. Dock Rules Update – Ruth Ormsby had made some updates the Dock Rules. No changes may be made to the docks without the proper authorization. Kevin Cloud is to review the rules and make updates. This item has been pended to the July meeting.

**C. Landscape Committee – Tom McMillen - Chairperson**

1. Landscape Inspection Report – Upon motion duly made and seconded:

**Resolved:** To accept the report to file with no action required of the Board. **5/0**

2. Contract Vendor – The Harvest Contract price was re-negotiated to \$4,400.00 for the current fiscal year, to include the \$600.00 per month dock cleaning, with an increase to the proposed \$5,196.00 to go into effect in the next Fiscal Year. Harvest was set to begin on June 15, 2020 and color installation was completed on June 17, 2020. Upon motion duly made and seconded:

**Resolved:** To accept the report to file. **5/0**

**D. Facilities Committee – Management Update/Report**

1. Work Order Report – Upon motion duly made and seconded:

**Resolved:** To accept the report to file with no action required of the Board. **5/0**

2. COVID and HOA Facilities – The Board discussed potential signage along the marina walkway. No Board action taken.

**E. Marina Lighting Committee – Richard Fisler – Chairperson, present**

Committee Report – The Committee had a productive first meeting and are awaiting proposals. Committee is also exploring rebates through Edison. No Board action required.

**F. Marina Walkway Committee – Rick Wood, Chairperson, not present**

1. Marina Walkway and Seawall Inspection Review – Anchor QEA is overseeing the work being completed by Spectrum Geophysics and EagleLift. Spectrum Geophysics performed tests in the area of the crack along the Marina walkway on June 17, 2020. Rick Wood awaits the reports and the recommendations. No Board action required.

**G. City Liaison Committee – Tom Wood, Chairperson, not present**

1. Committee Report – No report submitted this month. No Board action required.

**IV. CONSENT CALENDAR –**

- A. Minutes of the May 21, 2020 and May 27, 2020 General Session Meetings** – Upon motion duly made and seconded:

**Resolved:** To approve the minutes from the May 21, 2020 and May 27, 2020, General Session meetings, as amended to include the notation that Allen was unable to participate due to technical difficulties: **4/0** (Allen abstain 5/21 and Igor abstain 5/27.)

- B. Financial Reports** – April 30, 2020 - Upon motion duly made and seconded:

**Resolved;** To acknowledge the review of the April 30, 2020 Financial statement. **5/0**

**Resolved:** To accept the April 30, 2020 Financial Report, as submitted. **5/0**

- C. Investment CDs** – Upon motion duly made and seconded:

**Resolved:** To approve to roll over the FI CD Wells Fargo Bank CD, maturing on 7/20/20, in the amount of \$50,000.00 at the best rate. **5/0**

**Resolved:** To approve to move \$1,200,000.00 from Dock Reserve Account Z70-200360 into laddered CDs, not to exceed \$200,000.00 each, at the best rate; and to move \$500,000.00 from the HOA Reserve Account Z70-200387 into laddered CDs, not to exceed \$200,000.00 each, at the best rate. **5/0**

- D. Ratification of Association Funds Transfer** – Upon motion duly made and seconded:

**Resolved:** To ratify the actions and accept the Association Funds Transfer. **5/0**

## **V. BUSINESS**

- A. Short Term Rental Policy** – One Homeowner comment, in favor of the policy, was received. Upon motion duly made and seconded:

**Resolved:** To adopt the Short-Term Rental policy, as prepared by Association counsel, David Hickey, as a Trinidad Island HOA rule. **5/0**

- B. VanDerPol & Company Tax and Audit Proposal** – Upon motion duly made and seconded:

**Resolved:** To approve the proposal from VanDerPol & Company to prepare the Association's annual taxes and audit for the fiscal year end of June 30, 2020, in the amount of \$1,200.00. **5/0**

- C. Association Dock Rental** – Currently the Association owns 10 slips and would like to investigate making a CC&R change to allow 50 % of guest slip rentals of up to a year. The Board would also like to review building dinghy docks with racks that may be rented out to hold homeowner/resident kayaks, paddle boards and similar equipment. Upon motion duly made and seconded:

**Resolved:** To approve to have Management review with Association counsel the costs and the first steps to be taken to change the CC&Rs to allow Association docks to be rented longer than the current 72 hours. **5/0**

- D. Trinidad Island Website** – The Board discussed the new stand-alone website. President Cloud was to review the test site. Any photos or verbiage to be added may be submitted to Management by the Directors. No Board action required.

- E. Community Newsletter and E-blasts Ideas** – Upcoming gangway replacement, Dock maintenance and policies and maintenance, Return Vessel documents, and Board Meeting highlights will be included in the next newsletter. No formal Board action taken.
- F. Members' & Others Noteworthy Communications** – This information was presented for the Board's review only, with no action necessary.
- G. Annual Calendars and Rosters** – This information was presented for the Board's review only, with no action necessary.
- H. General Correspondence** – This information was presented for the Board's review only, with no action necessary.

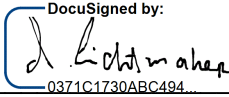
**VI. HOMEOWNER FORUM**

Four (4) homeowners were present to review the Dock and Marina Lighting Committee reports, to discuss dinghy dock requirements, Harvest Landscape and color installation and to listen to the meeting.

**ADJOURNMENT**

There being no further business to come before the Board at this time the meeting was adjourned at 7:03 P.M to enter into Executive Session. The next Board Meeting will be held on Thursday, July 16, 2020 location TBD.

**ATTEST**

Signature: \_\_\_\_\_  Date: 7/18/2020 | 8:14 AM PDT