

**BAYSIDE COVE COMMUNITY ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
OCTOBER 26, 2016  
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**BOARD MEMBERS PRESENT:** Michele Otting, President  
Carole Ciraulo, Secretary  
John Merrell, Treasurer  
John Perrone, Member at Large

**BOARD MEMBER ABSENT:** Tom Addis, Vice-President

**MANAGEMENT REPRESENTATIVES:** Lydia McCaig, CMCA  
Renee Barger, CMCA, AMS  
Keystone Pacific Property Management, Inc.

**ITEMS DISCUSSED EXECUTIVE SESSION – OCTOBER 26, 2016**

The Board of Directors:

- Approved the Executive Session Minutes from September 21, 2016
- Conducted homeowner hearings
- Discussed the Rules and Regulations
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**CALL TO ORDER**

The General Session was called to order Board President, Michele Otting, at 5:05 P.M. at the Newport Beach Yacht Club located at 1099 Bayside Drive, Newport Beach, CA 92660.

**HOMEOWNER FORUM**

One homeowner was in attendance to discuss traffic flow on Bayside Drive.

**GUEST SPEAKER**

Brad Sommers with the City of Newport Beach was in attendance to discuss the city's plan for roadway improvements.

**CONSENT CALENDAR**

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion: **(4/0)**

- A. Approval of General Session Meeting Minutes/Architectural Submittal Report – RESOLVED**, to ratify the action taken and approve the September 21, 2016 General Session Meeting Minutes, as submitted, and to accept the Architectural Submittal Report dated 9/8/16 – 10/8/16.
- B. Financial Statement – RESOLVED**, to ratify the action taken and accept the September 30, 2016 financial statement, as submitted.

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**UNFINISHED/NEW BUSINESS**

- A. Deck Repair Proposals – 992** – A motion was made, seconded and carried to approve the proposal from EmpireWorks Reconstruction and Painting for the recommended repair to the deck at 992 Bayside, for a total cost of \$5,750.00. **(4/0)**
- B. Deck Repair Proposals – 1007** – A motion was made, seconded and carried to approve the proposal from EmpireWorks Reconstruction and Painting for the recommended repair to the deck at 1007 Bayside, for a total cost of \$8,350.00. **(4/0)**
- C. 971 Stairway Project Update** – A motion was made, seconded and carried to approve the proposal from 24 Hour Restoration and Construction for the recommended repair to the stairway at 971 Bayside, for a total cost of \$27,440.54, to be expensed from the Reserve, Building line item; and to obtain two (2) additional proposals for the recommended repair to stairways at 975 and 992. **(4/0)**
- D. Paver Stone Grouting Project Update** – No action taken.
- E. City of Newport Beach Roadway Improvements Discussion** – No action taken.
- F. Tenant Reimbursement Request** – A motion was made, seconded and carried to approve the reimbursement request of the tenant at 976 Bayside Cove for a vehicle tow, for a total cost of \$445.00, to be expensed from the Operating, Property Protection line item, and to issue a letter of correspondence to the owner informing them of the rules change regarding driveway parking effective on January 1, 2017. **(4/0)**
- G. Patrol Masters Services Discussion** – A motion was made, seconded and carried to request an inventory log from Patrol Masters every 30-days or month long period instead of a 7-day period and submit the log to Management and Michele Otting; to obtain an officer to be stationed at the gate directory each night of the 2016 Newport Boat Parade from 5pm – 8pm to notify incoming residents and guests that parking may not be available and that vehicles parked in fire lanes behind garages will be towed, and to perform an hourly inspection to tow all vehicles in fire lane. **(4/0)**
- H. Rules and Regulations Review and Revision** – A motion was made, seconded and carried to amend the Rules and Regulations, as recommended by legal counsel, and distribute to the membership for a 30-day period of comment; to place the mail out notification on the Association’s website; and to issue an eBlast to inform owners of the mail out. **(4/0)**
- I. Review of Architectural Applications** – No action taken, no applications received.
- J. Next Meeting Agenda Requests** – No action taken.

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- K. Next Board Meeting** – The next Board meeting will be held on Wednesday, January 18, 2017 at 4:15 P.M. at the Newport Beach Yacht Club located at 1099 Bayside Drive, Newport Beach, CA 92660. (4/0)

**ADJOURNMENT**

There being no further business to come before the Board, the General Session meeting was adjourned at 6:20 P.M.

SIGNED: \_\_\_\_\_



DATE: \_\_\_\_\_

1/18/17