

**DRAFT**  
**DBTS HOA ANNUAL MEETING MINUTES**  
**24412 Alta Vista Drive, Dana Point**  
**Sept. 10, 2022 1:00 p.m.**

1. Pres. Wysocki called the meeting to order at 1:05 p.m.
2. Quorum established with 15 owners attending in person (11) or via proxy (4), as follows: Board members present in person D. Wysocki (pres.), M. Hart (treasurer), V. Linane (V.P.), E. Teichert (Secretary); Owners present in person A. Stokes, S. Stokes, R. Sobel, D. Linane, V. Vargas, D. Manna, Z. Hanan, T. Engel, E. Honowitz, and via proxy P. McIntyre (A. Stokes), R. and L. Sanford (D. Wysocki), B. and S. Shaw (D. Manna), P. Wilson (S. Stokes); and in person tenant Glenn Black.
3. Proof of notice of meeting established.
4. Motion passed to waive reading of & approve Sept. 11, 2021, Annual meeting minutes.
5. Report of President—Good year. All assessment payments current. Thanks to all Board and Committee members for their support and special thanks to Anne Stokes.
6. Standing Committee reports.
  - A. Finance—Assessments increasing by approx. 14% effective Oct. 1, 2022, budgeted expenses \$103,565 and Reserves \$93,840. Per Golden Consulting recommendations - establishment of new reserves for Alta Vista sewer/water lines; Termite inspect/tenting; increasing reserves for decks inspections and repairs per state law changes becoming effective 1/1/25; and overall inflationary increases in utilities, services, elevator, and maintenance.
  - B. Architectural Review—approved applications submitted by: Sanfords, Mirhoseni, Kraut, Horowitz, Teicherts, and Hanan.
  - C. Building Maintenance—Alta Vista walkway refurbishment completed along with four other special upgrade projects; 6x6 beam replacement at Pesterfields; Balcony fascia replacement at Sanfords; drywall repair by elevator; installing new rain gutters on Alta Vista. Additional Alta Vista rain gutter work scheduled. Budget continues to include minor repairs and maintenance by Carasso Construction one day per month. Owners requesting placement on Carasso work list should contact D. Manna (Alta Vista) or D. Wysocki (Granada). D. Manna requested Board consider retaining a second contractor for painting and/or having Carasso work two days per month as needed.
  - D. Landscape—reports by D. Manna (Alta Vista and pool area) and V. Vargas (Granada).
  - E. Pool/spa—spa replastering scheduled for October. Inspection conducted by WaterSavers to determine source of leaking water, with Spa skimmer a likely source. Bids in progress to remove and replace spa skimmer and associated work, and to repair/replace pool tiles and skimmers, and install expansion joint.
7. Motion passed to elect G. Black as Inspector of Elections, to preside over opening and tallying of ballots.

8. With 15 units casting ballots the following directors were elected: E. Teichert, D. Wysocki, M. Hart, V. Linane and M. Nason. Board will meet Oct. 21, 2022 at 5 p.m. poolside to elect officers and conduct other Board business.
9. Unfinished business—None
10. New Business—None
11. Next Annual meeting scheduled for Sept. 9, 2023, at 1:00 p.m. poolside. Meeting adjourned 2:45.