

Dana by the Sea Homeowners Association

24412 Alta Vista Dr. Dana Point, Ca 92629

Board of Directors Meeting Minutes

For Saturday, May 17, 2025

Poolside at DBTS, Dana Point CA

1. Call to order – 1:05pm

Roll call: President, T. Engel, V-P, E. Pais-Honowitz, V-P of Finance, E. Teichert, V-P Secretary, V. Nason, V-P, V. Linane

Homeowners present: D. Hart, M. Hart, D. Linane, D. Manna, L. Scarpone, R. Smith, R. Sobel, A. Stokes, R. Teichert.

2. Proof of notice of meeting: Posted May 13, 2025.

3. Reading of the minutes from the Feb. 1, 2025, meeting. Waive reading of the minutes and accept.

4. Report of the officers: Finance

a) The board votes to move forward to update the 2022 reserve study for DBTS HOA by hiring a consultant not to exceed \$2600. Completed study will be good for three years.

b) A. Stokes and R. Teichert will look into investing the HOA reserve surplus and report back to the Board.

5. Board votes to approve FY 2025/26 budget. Packet to be included in annual meeting packet for homeowners.

6. Report of committees:

Building Maintenance

a. Alta Vista garage door has been fixed and new remotes distributed to owners who purchased them.

b. Update on ProTech list.

The following have been completed: elevator wall room, pool gate repaired, jet main flush.

c. Spreadsheet tracker. New specific email will be used to add/track maintenance items on Google Doc created by E. Pais-Honowitz. Access will be given to the Board and Committee members.

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Architectural Committee

- a. Update on deck repair. The board votes to approve repair to unit 24436 Alta Vista with a maximum of \$2000. T. Engel to email D. McClure for contractor access to the unit. Two bids will be needed. D. Manna to request contractor bids.
- b. Status of decking permits. The Board will request the non-permitted pool level deck at 24448 Alta Vista be brought into compliance and permitted. Issue was discovered during SB 326 engineering inspection.
- c. Status of engineering proposal from Wright engineering. D. Linane says the report should be final by May 27, 2025.
- d. Board votes to hire a construction manager for deck repairs. The contract will be sent to IMG Construction.
- e. Board sets July 19, 2025, for a Special Assessment Informational meeting with all homeowners. Scope of work will be covered at the meeting. Notice must be given to homeowners by June 19, 2025.

Pool/Spa Committee

- a. Board votes to add signage at pool that animals are not allowed on pool deck.
 - b. Request to repair a pool valve.

Landscape Committee

- a. Board approves cost to trim tree on east side of Alta Vista and stake it in place.
- b. Second tree to be trimmed per Artistic Maintenance contract.

7. New Business

- a. The board approves amendment to HOA Rule G; effective as of May 17, 2025.

“G. Nuisances (CC&Rs 8.03) No noxious or offensive activities shall be carried on upon the property or on any public street abutting or visible from the property. Smoking, as defined by Dana Point Municipal Code chapter 6.40, is a nuisance activity and prohibited on the property, except smoking is permitted only inside the Residential Element of a Unit.”

- b. Board votes to add additional signage on DBTS property which says “No Trespassing” and “No Smoking”

Meeting Adjourned at 4:03 pm.

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BOD Minutes May 17 2025 final.docx and pdf.

VVN/ats

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