

CORNICHE SUR MER HOMEOWNERS ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

MAY 25, 2016

*** * * MINUTES * * ***

NOTICE Upon due notice given and received, the members of the Board of Directors for the Corniche Sur Mer Homeowners Association met in Regular Session on Wednesday, May 25, 2016 at St. Edwards the Confessor Church, 33926 Calle La Primavera, Dana Point, California.

CALL TO ORDER Following the Executive Session Meeting to discuss the following topics: Approval of April 2016 Executive Session Minutes, Short Term Rental enforcement action and two homeowner hearings, this meeting was called to order at 5:15 p.m. by Board President Susan Adams.

ATTENDANCE

Present: Susan Adams, President
Robert Lippert, Vice President
Al Kaiser, Treasurer
Barney Graves, Secretary
Billy Pine, Director

Management: Lisa Klasky, Progressive Community Mgmt.

HOMEOWNER FORUM

There were no homeowners present to address community issues with the Board.

**CONSENT
CALENDAR**

A “consent calendar” has been prepared to expedite the business decisions. One motion will approve all items on the consent calendar. Approved: Unanimously.

Resolved: To approve the April 27, 2016 Board Meeting minutes as presented.

Resolved: To accept the April 2016 financial statements as prepared by Progressive Community Management for review by the CPA for the fiscal year end.

Resolved: To accept for file the updated report from ALS for the collection of one delinquent account.

Resolved: To approve contracting with Cornerstone Landscape Care with the same terms, maintenance/supervision team, insurance and pricing as Nieves.

Resolved: To approve the financial report as drafted by Schonwit & Associates for mailing to all owners with the July billing statements and to have Progressive Community Management book the suggested journal entries that affect the current fiscal year figures.

MONUMENT SIGN LETTERING PROPOSAL

Robert advised that Pacific Sign Center is no longer able to offer the pricing previously provided for the masonry portion of the monument sign installation. Management obtained a competitive proposal and received a lower bid from Dimensional Graphics for the manufacturing and installation of the lettering, but they do not handle the masonry portion either. Bids will be obtained from masonry contractors to compliment the lettering proposals.

WATER DISTRICT RATE INCREASE

The Board reviewed the notice from the South Coast Water District on the new rates and newly implemented annual charges for the reclaimed water meters. The new annual meter charge for each of the Association's 2" meters starts at \$1,374 this year, and increases by about \$100 increments each year for the next 4 years. The Board acknowledged the increase and will budget this accordingly for the next fiscal year.

SLURRY SEAL PROPOSALS

Competitive proposals from three asphalt companies for this year's slurry seal and asphalt repair work were received and evaluated. The bids are fairly comparable for the slurry seal; however, there is a discrepancy in the scope of repair work needed, with the range from \$2,712 to over \$70,000 based on significant variances in the scope of work. Robert agreed to meet with the contractors, walk the community and determine the scope of work to be included this year. Upon motion duly made and seconded:

Resolved: The Board authorized Robert to work with the contractors to finalize the scope of work and bring back details for next month's meeting. Approved: Unanimous.

PAINTING PROPOSALS

The Board reviewed the five competitive bids obtained for the painting of the light posts, street sign posts, the Venezia stucco wall, the fire hydrants, and mailbox posts. The scope will need to be adjusted for the necessary wood repairs to the light post bases that are rotted. The Board approved the proposal from RCI Painting for the painting of the 5 components at a cost of \$9,740 plus wood repair costs. Robert and Barney will identify the scope of the wood repairs needed. Upon motion duly made and seconded:

Resolved: The Board approved the proposal from RCI Painting for the painting of the 5 components at a cost of \$9,740 plus wood repair costs. Approved: Unanimous.

PROPERTY INSPECTION

The Board and Management met earlier today at 4:30 p.m. to perform a Property Inspection. Notices will be sent accordingly.

GOALS/STRATEGIC PLAN

We are tracking a list of goals/projects for 2016:
Community Signage – on this agenda
Slope Renovation – see Landscape Committee report for proposal
Street Lighting – lantern replacement, to be addressed in coming months
Street Slurry – on this agenda

MEMBER COMMUNICATIONS/NEWSLETTER IDEAS

The following topics will be included in the September newsletter: agenda posting location, update on projects for 2016, organic sprays/weeds and street sweeping schedule.

The approved audit will be included with the July billing statements.

The candidacy forms will be included with the August billing statements.

LANDSCAPE COMMITTEE

Our May 2016 walkthrough was very productive and the report was provided. A proposal for the installation of plants and mulch at the end of Santa Lucia was presented for a cost of \$455. Upon motion duly made and seconded:

Resolved: The Board approved a proposal for the installation of plants and mulch at the end of Santa Lucia at a cost of \$455. Approved: Unanimous.

Our June walkthrough is scheduled for Wednesday, June 8th at 3:30 p.m.

The McDonalds are still expressing concern over the spraying of the weeds, although the natural product, Avenger, is being used throughout the community. The effectiveness of Avenger has been an issue as the weeds are coming back quickly. The McDonalds have been invited to attend this meeting if they wish to address this issue further.

Correspondence has been received by four neighbors with regard to landscape maintenance issues, all of which is identified as the golf course property or neighboring community responsibility.

The Board reviewed the request from Mr. Feiner at 31 Santa Lucia requesting that the Association assume the maintenance for the strip of landscape in front of his home. The Board requested that Nieves/Cornerstone prepare a proposal to replant this area and change the irrigation system to the Association's common area system. The Board approved a cost not to exceed \$1,000 to complete this process, in an effort to expedite the transition. Upon motion duly made and seconded:

Resolved: The Board approved the transition of responsibility for the strip of landscape in front of 31 Santa Lucia for a cost not to exceed \$1,000 to complete this process, in an effort to expedite the transition. Approved: Unanimous.

Work orders are being issued as needed for routine maintenance and Nieves has been very responsive.

ARCHITECTURAL COMMITTEE

We are working with Robert Lippert to submit applications as received. The Board reviewed and approved the air conditioning unit at 25 Cassis, and had revisions necessary for the solar submittal at 75 San Raphael.

PATROL SERVICE REPORTS

The reports were received from Patrol One as well as all correspondence related to the parking patrols.

Parking at end of Cassis- Karen Jantzen at 51 Cassis has advised that there is a significant amount of parking of guest vehicles from the condos or other areas parking at the end of the cul de sac and walking to the beach or other areas of the community. The Board requested that Patrol One afternoon patrol hotlist this area and ticket the vehicles accordingly.

Patrol One has advised that they have not had to cite any vehicles for owners that have not re-registered their vehicles in the new "Parking Plate" program. Towing will commence now.

There are complaints about a commercial van being parked near 23 Costa Del Sol. Patrol One has hot listed the vehicle and is ticketing it when seen.

SPEEDING VEHICLES

Billy advised that vehicles are speeding on Cassis and safety of all residents is a concern. The Board requested that a proposal for additional speed limit signs on Cassis be obtained.

ADJOURNMENT

There being no further business to come before the Board in regular session at this time, the Board adjourned at 6:30 p.m. The next regular session Board meeting will be held on Wednesday, June 22, 2016 at St. Edwards the Confessor Church, Dana Point.