

CORNICHE SUR MER HOMEOWNERS ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

JUNE 22, 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, June 22, 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 May 2016 Executive Session Minutes, Garage Door Rules, Short Term Rental enforcement action and Commercial Vehicle parking, 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 May 25, 2016 Board Meeting minutes as presented.

Resolved: To accept the May 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 send a “last chance” letter to CM066 and if the payment is not received within 2 weeks, then turn the account over to ALS.

INSPECTOR OF ELECTION PROPOSAL

The Board reviewed the proposal from Accurate Voting Services to provide Inspector of Election Services, as required by California Civil Code, for this year’s Annual Meeting of the Membership at a cost of \$710 plus meeting attendance. The Board decided to table this discussion until the July meeting.

MONUMENT SIGN LETTERING PROPOSAL

We are in the process of obtaining competitive proposal for the masonry portion of the monument signage installation, unfortunately, these bids were not received in time for this meeting as anticipated. The overall size is proposed at 3’ high and 14’ long. These bids will be included on the July agenda. The lettering portion of this proposal is as follows: Dimensional Graphics- \$4,000 including installation or Pacific Sign Center - \$5,595 including installation. Also enclosed is correspondence from one homeowner inquiring about the monument signage, for your information. Upon motion duly made and seconded:

Resolved: The Board approved the proposal from Dimensional Graphics at a cost of \$4,000 to manufacture and install the letters to the masonry portion of this project to be installed by another contractor. Approved: Unanimous.

SPEED LIMIT SIGN PROPOSAL

As requested last month, enclosed is a proposal from RESS signs to replicate the existing 15 MPH- Children at Play signs to match existing at a cost of \$299 each. The cost to install them on new posts are \$155 each installed in cement, or \$35 to mount them to existing posts. The Board approved two new signs to be made and installed on existing light poles on Cassis, and to replace all other existing signs to change the Speed Limit to 15 m.p.h. on each. Upon motion duly made and seconded:

Resolved: The Board approved installing two new signs on existing light poles on Cassis plus replacing all existing signs to change the MPH to 15. Approved: Unanimous.

SLURRY SEAL PROPOSALS

Robert met with Quickel Paving (one of the three competitive bidders from last month’s proposals) to define this year’s scope of work. Robert asked for more time to meet with another bidder and further determine the best scope of work for this year.

PAINTING PROPOSALS

The Board approved the proposal received from Webb Construction for a cost of \$496 to repair the rotted wood portions of the light posts. The next step will be to have RCI Painting proceed with the already approved paint work. We also received a bid from RCI Painting to paint the wall at the end of the flag lots on San Raphael (addresses 1-9) to be added when they are painting the mailbox, signs and other walls. Upon motion duly made and seconded:

Resolved: The Board approved the proposal from Webb Construction to repair the wood light posts at a cost of \$496. Approved: Unanimous.

Resolved: The Board approved the proposal from RCI Painting for painting of the additional wall on San Raphael at a cost of \$690. 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 candidacy forms will be included with the August billing statements.

LANDSCAPE COMMITTEE

Our June 2016 walkthrough was very productive and the report was provided. A proposal for the installation of plants, irrigation changes and mulch on Costa Del Sol was presented for a cost of \$1,050. Upon motion duly made and seconded:

Resolved: The Board approved a proposal for the installation of plants, irrigation changes and mulch on Costa Del Sol at a cost of \$1,050. Approved: Unanimous.

Cornerstone has submitted a proposal to install 50 flats of ice plant on the rear slope behind the San Raphael homes at a cost of \$1,500. Upon motion duly made and seconded:

Resolved: The Board approved the Cornerstone proposal to install 50 flats of ice plant on the rear slope behind the San Raphael homes at a cost of \$1,500. Approved: Unanimous.

Cornerstone has submitted a proposal to convert the irrigation in front of 31 Santa Lucia at a cost of \$345, an additional \$840 for the plant material for this area. Upon motion duly made and seconded:

Resolved: The Board approved the Cornerstone proposal to convert the irrigation in front of 31 Santa Lucia at a cost of \$345, an additional \$840 for the plant material for this area. Approved: Unanimous.

Our July walkthrough is scheduled for Wednesday, July 13th at 3:30 p.m. Work orders are being issued as needed for routine maintenance and Cornerstone 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 23 Ville Franche, painting at 5 Santa Lucia, solar panels at 75 San Raphael, and paint at 49 Santa Lucia.

PATROL SERVICE REPORTS

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

The Board approved the Safelist request from 11 Ville Franche for 60 days.

Barney will meet with the owner of 74 San Raphael to assist with their permit parking application.

There are a number of 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.

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, July 27, 2016 at St. Edwards the Confessor Church, Dana Point.