

CORNICHE SUR MER HOMEOWNERS ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

FEBRUARY 22, 2017

*** * * 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, February 22, 2017 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach, California.

CALL TO ORDER Following the Executive Session Meeting to discuss the following topics: approval of previous Executive Session Minutes and Homeowner Hearings, this meeting was called to order at 5:50 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.
Eli Perez, Progressive Community Mgmt.

Also Present: No homeowners were present

Quickel Paving: Albert Ramirez

HOMEOWNER FORUM

There were no homeowners present to observe the meeting.

**MOTION TO ADOPT AGENDA
AS PUBLISHED**

The Board reviewed and approved the agenda as published. Upon motion duly made and seconded:

Resolved: The Board adopted the agenda as published. Approved: Unanimous.

**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 minutes of the Meeting of January 25, 2017 as written.

Resolved: To hold on reviewing the January 2017 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 the audit draft as presented for FYE 2016 for the final to be mailed to the members before April 30, 2017.

Resolved: To file the Annual Management Company Disclosure as required by Civil Code.

SATELLITE DISH INSTALLATIONS

The Board acknowledged that after last month's meeting, letters were sent to the 7 owners that have satellite dishes installed on the front of the homes, requesting that they relocate the dishes to less impactful location. Management reported to date two owners have responded and that both are agreeable to relocating the dishes, but one has found that Dish Network charges more than Direct TV. We are in the process of confirming this cost now. The Board also reviewed some draft proposed rules Robert has suggested we add to the Architectural Guidelines to control future placement of dish installations. Upon motion duly made and seconded:

Resolved: To send the draft Guidelines to David Cane for review; to send the Guidelines to the membership for a 30-day commentary. Approved: Unanimous.

STREET OVERLAY PROPOSALS

Robert reported he has met with the competitive bidders from the recent proposals to define this year's scope of work. Albert Ramirez from Quickel Paving attended this meeting to discuss the scope of work included in his proposal and the process. Albert explained the grinding will take 2 days and would be 4 feet in from the curb. New cement collars would be installed, manholes and valves would be raised, and there would be daily cleanup. He said that documentation on the glass pave would be provided for Board review. Once into the process, notices would be posted daily. The overlay could be scheduled for June, and slurry seal could take place in October. More details will be presented for next month's meeting.

SAMPLE STREET LANTERN FIXTURE

Management advised that the sample fixture is to be received and installed by the end of the month. Once this sample is installed, we can work on the specifics of light patterns and wattage. Upon motion duly made and seconded.

Resolved: To notify Clint to install the fixture on Cassis; to view the sample fixture once installed so we can determine the final details for this project. Approved: Unanimous.

ENFORCEMENT POLICY

The Board approved the Enforcement and Fine Policy as presented to the members for a 30 day comment period and reviewed at the January 25th meeting and confirmed with Attorney David Cane this evening in Executive Session. Upon motion duly made and seconded:

Resolved: The Board approved the Enforcement and Fine Policy as presented to the members for a 30 day comment period and reviewed at the January 25th meeting and confirmed with Attorney David Cane this evening in Executive Session. 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

A tracking list of goals/projects for 2017:

Slope Renovation –Santa Lucia/San Raphael

Street Lighting – **lantern sample on order for installation in late February**

Street Overlay – **on agenda**

MEMBER COMMUNICATIONS/NEWSLETTER IDEAS

The following topics will be included in the April 2017 newsletter: Pending street work, projects for 2017- next slope Santa Lucia to San Raphael, approval of Enforcement/Fine Policy, street light sample to be installed, provide us contact info for Pilera, approved Audit, 30-day draft of Rules changes for satellite dish/solar panels, and lease agreement provisions.

LANDSCAPE COMMITTEE

Our February 2017 walkthrough was held on February 8th.

The Board reviewed the following proposals:

Removal of 1 ficus tree at the corner of Cassis and Santa Lucia and replacement with either a 24” box or a 36” box, for a cost of \$495 or \$1,025. Upon motion duly made and seconded:

Resolved: To approve the proposal by Cornerstone to remove 1 ficus tree at the corner of Cassis and Santa Lucia and replace with a 24” box, for a cost of \$495. Approved: Unanimous.

Install a drain pipe at Cassis and Santa Lucia- total \$4,685. Upon motion duly made and seconded:

Resolved: To approve the proposal by Cornerstone to install a drain pipe at Cassis and Santa Lucia, for a total cost of \$4,685. Approved: Unanimous.

Our March walkthrough is scheduled for Wednesday, March 8th at 3:30 p.m. An issue to be addressed is the possible replacement of dying trees with arbutus trees.

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

ARCHITECTURAL COMMITTEE

We are working with Robert to submit applications as received. To date all submittals have been processed.

PATROL SERVICE REPORTS

The Board reviewed reports received by Patrol One as well as all correspondence related to the parking patrols.

ADJOURNMENT

There being no further business to come before the Board in regular session at this time, the Board adjourned at 6:35 p.m. The next regular session Board meeting will be held on Wednesday, March 22, 2017 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.