

CORNICHE SUR MER HOMEOWNERS ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

MARCH 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, March 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 5:30 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: Frank Dianauc, 45 Cassis
Roger & CC Stefan, 71 San Raphael
Dailynn & Andy Levine, 70 Raphael
Joe & Mrs. Grafe, 25 Santa Lucia
Mike Margetts, 9 Cassis
Rich Peterson, Silver Spring Pools for 9 Cassis

HOMEOWNER FORUM

Frank Dianauc was present to advise he will be submitting an architectural application and to report weeds on the golf course slope.

Dailynn and Andy Levine were present to discuss an unfortunate confrontation with a neighbor. Roger and CC Stefan were present in support of the Levines.

Joe Grafe advised the Board he had signed off on 23 Santa Lucia's architectural application without looking at the plan. Director Lippert volunteered to share the plan with him.

Mike Margetts and contractor, Rich Peterson of Silver Spring Pools, were present to discuss the denial of his submitted pool architectural plan and ask for clarification. The Board advised

of the following: detailed structural/engineered plans are required showing all proposed improvements including but not limited to an elevation view, exact dimensions and construction details for all rear yard components; a cross section plan would also be helpful to show the rear elevation height and elements of the pool and whether there is potential impact on the neighbors' views in violation of the 2007 View Amendment; the application and plans must be signed and dated by the neighbors; the 5' glass walls and surrounding frame along the rear of the property are a view concern in violation of the 2007 View Amendment; the plans must show the pool equipment area fully enclosed; and certification that the pool equipment meets the City of Dana Point noise standards.

Mr. Margetts advised that he believes that other homes have glass fences and these do not create a view obstruction. Mr. Margetts said if he finds other homes that have the glass fences he would hope that would impact the Board's decision in this matter. After discussing this further, Mr. Margett's became angry saying "I see what is going on here" and left 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 review the Minutes of the Meeting of February 22, 2017 for accuracy and accept as written.

Resolved: To accept the January and February 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 two delinquent accounts.

Resolved: To approve the destruction of Box #2 from archives as identified.

STREET OVERLAY PROPOSALS

Robert has been meeting with Albert at Quickel to refine the scope of work for this year's overlay project. The Board reviewed material specifications for the GlasPave product Albert discussed last month, as well as a complete list of the concrete work that is also needed. The Quickel proposal now totals \$425,800. Management will arrange to expedite two additional

proposals based on the Quickel scope of work for review in advance of the next meeting. Upon motion duly made and seconded:

Resolved: Management will obtain two additional competitive bids with a deadline of April 7th and if those bids are higher than Quickel's proposal, the Board authorized the acceptance of the proposal by Quickel Paving at a total cost of \$425,800. If the other bids are lower, then this will be carried over to the April meeting. Approved: Unanimous.

SAMPLE STREET LANTERN FIXTURE

The first sample fixture will not work for the Association. Clint is in the process of ordering a new sample fixture that should address the comments and concerns received on the original sample fixture which did not work for the community's needs. The cost for the new sample fixture is slightly less than the last one selected, at a cost of \$876.25 per lamp, plus tax and installation costs. Once this sample is installed, we can work on the specifics of light patterns and wattage. Management advised the sample fixture has been ordered.

2017 PROJECTS FINANCIAL REVIEW

The three large projects anticipated this year are the street overlay, the light fixture replacement and the Santa Lucia/San Raphael slope renovation. The Board reviewed financial documents related to each of these projects and the accompanying reserve study component details. Upon motion duly made and seconded:

Resolved: The Board agreed that the slope renovation project will be held pending further financial review and that the street light fixtures be delayed until later this fiscal year. Approved: Unanimous.

MEMBER COMMENT PERIOD- LEASING FORM AND SATELLITE GUIDELINES

To date we have received one comment about the Leasing Form. This will be reviewed further at the April meeting, to comply with the 30-day minimum comment period. Upon motion duly made and seconded:

Resolved: To table this discussion until the April meeting when this issue will be reviewed in accordance with Civil Code. Approved: Unanimous.

INSURANCE RENEWAL

The Association's insurance package policies renew on April 16th. The broker has attempted to gain better/less costly coverage for the Directors and Officers policy; however, the loss history is still not clear. The package policy renewal proposal from Labarre/Oksnee Insurance is \$11,389.18 which is \$78 less than last year. Upon motion duly made and seconded:

Resolved: To approve the 2017/2018 insurance package renewal by Labarre/Oksnee Insurance at a total cost of \$11,389.18. Approved: Unanimous.

NEIGHBOR CORRESPONDENCE

The Board reviewed communication from an owner on San Raphael documenting a verbal confrontation with the neighbor. Upon motion duly made and seconded:

Resolved: To respond to the neighbors suggesting they get together with neighbors to work out the neighbor-to-neighbor issues. 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 – **On Hold**

Street Lighting – **lantern replacement, sample on order for installation**

Street Overlay – **on agenda**

MEMBER

COMMUNICATIONS/NEWSLETTER IDEAS

The following topics will be included in the May/June 2017 newsletter: Project updates for 2017, status of approval of Leasing Form and Satellite Dish Policy, and street light sample being installed.

LANDSCAPE COMMITTEE

Our March 2017 walkthrough was cancelled.

The Board reviewed a proposal to replace the color at the 5 corners with yellow marigolds and white alyssum at a cost of \$1,000. Upon motion duly made and seconded:

Resolved: To approve the proposal by Cornerstone to replace color at the 5 corners, for a total cost of \$1,000. Approved: Unanimous.

We communicated concerns with weeding and overall appearance of the golf course slope to General Manager Eric Lohman. Mr. Lohman was very responsive and advised they are behind schedule due to rains, but are taking care of the concerns as a priority.

Our April walkthrough is scheduled for Wednesday, April 12th 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.

Of the 7 owners that we have requested satellite dish relocation, two have completed the task, 3 are in process and 2 have not yet responded: Upon motion duly made and seconded:

Resolved: The Board requested that Management send a 2nd notice to non-responders.
Approved: Unanimous.

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 7:00 p.m. The next regular session Board meeting will be held on Wednesday, April 26, 2017 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.