

CORNICHE SUR MER HOMEOWNERS ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

APRIL 26, 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, April 26, 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 5:05 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: None

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 review the Minutes of the Meeting of March 22, 2017 for accuracy and accept as written.

Resolved: To accept the March 2017 financial statement 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 renewal of the retainer agreement with Cane, Walker and Harkins at a cost of \$1,200.

STREET OVERLAY PROPOSALS

At last month’s meeting, the Board approved the scope of work and cost not to exceed \$425,800 from Quickel Paving after receiving two other competitive bids. These bids were received between meetings and the bid from NPG was within \$5,000 and the bid from Competitive Asphalt was approximately \$25,000 higher. Quickel has prepared a schedule to begin June 19, 2017 and Management is ready to move forward with notifications to the homeowners and patrol service. Upon motion duly made and seconded:

Resolved: The Board approved Quickel’s proposal at a cost of \$425,800.00 for work to begin in June 2017. Approved: Unanimous.

SPEED BUMPS

Director Graves brought up for discussion, the idea of installing speed bumps throughout the community. The Board discussed and decided to not to include this type of work onto the street slurry work but to research costs associated with a mobile unit to help slow vehicles down that can be placed in various locations that would deter or slow down speeders.

ELECTRICAL METER PEDESTAL REPLACEMENT

The Board reviewed proposals for replacement of the leaning common area electric meter pedestal in front of 35 San Raphael from Three Phase Electric and Darrow Electric. Upon motion duly made and seconded:

Resolved: The Board approved the proposal from Darrow Electric for replacement of the electrical meter pedestal for a cost of \$4,400.00, to be approved to contingency reserves. Approved: Unanimous.

ADOPTION OF LEASING FORM AND SATELLITE GUIDELINES POLICIES

The Board once again reviewed the draft policies as presented to the membership and observed the 30-day commentary period as required by Civil Code. To date we have received one comment supporting the Leasing Form. Upon motion duly made and seconded:

Resolved: The Board approved the Leasing Form as revised and Satellite Dish and Solar Guideline policy effective May 1, 2017. 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, pending fund availability**

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

Street Overlay – **On schedule to begin in June 2017**

MEMBER COMMUNICATIONS/NEWSLETTER IDEAS

The following topics will be included in the May/June 2017 newsletter: street work preliminary schedule and scope of work, project updates for 2017, adoption of Leasing Form and Solar/Satellite Dish Policy and street light sample being installed.

LANDSCAPE COMMITTEE

Our April 2017 walkthrough was conducted with Board Liaison, Director Adams.

The Board reviewed a proposal to extend the irrigation lines at both corners of Venezia/Ritz Pointe that the Master Association is currently not utilizing sufficiently to keep plant material well irrigated. Upon motion duly made and seconded:

Resolved: To approve the proposal by Cornerstone to extend the irrigation lines, for a total cost of \$1,550. Approved: Unanimous.

We continue to receive concerns and observe on our inspections...tall weeds on the golf course slopes. The overall appearance of the golf course slope has improved since tree removal, but regular maintenance is not being performed regularly. General Manager Eric Lohman continues to be responsive and repeats that his maintenance team is behind schedule due to rains, but has pledged to taking care of the concerns as soon as possible.

Our May walkthrough is scheduled for Wednesday, May 10th 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 to submit applications as received. To date all submittals have been processed.

Robert is in the process of confirming the completion of open projects so that the log may be updated and cases closed/filed.

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 5:50 p.m. The next regular session Board meeting will be held on Wednesday, May 24, 2017 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.