

CORNICHE SUR MER HOMEOWNERS ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

FEBRUARY 28, 2018

*** * * 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 28, 2018 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, Personnel Matters and Homeowner Hearings, this meeting was called to order at 5:11 p.m. by Board President Susan Adams.

ATTENDANCE

Present: Susan Adams, President
Al Kaiser, Treasurer
Barney Graves, Secretary

Absent: Robert Lippert, Vice President
Billy Pine, Director

Management: Progressive Community Management
Lisa Klasky, CCAM, Principal
Eli Perez, Community Manager

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. Upon motion, duly made and seconded:

Resolved: To accept the Minutes of the Meeting of January 24, 2018.

Resolved: To accept the January 31st 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 one delinquent account.

Resolved: To approve the Annual Audit draft as prepared by Schonwit & Associates and to be mailed with April billing no later than April 30, 2018.

Resolved: To approve the Quickel Slurry/Seal schedule as presented for the following dates: May 2nd, May 4th, May 9th & May 11th.

Approved: Unanimous.

MONUMENT CLEANING & BORDER RE-GROUT PROPOSALS

The Board was presented with two proposals that called for specialized cleaning and re-grouting of the monument border grout. Upon motion duly made and second:

Resolved: To approve E & C Mystic’s proposal at a total cost of \$400.00. Repairs and Maintenance Expense. Approved: Unanimous.

**SPEED BUMPS
CASSIS AT
COSTA DEL SOL
& VENEZIA AT
VILLE FRANCHE**

The Board reviewed recommendations and details from Quickel Paving on installing two speed bumps on Cassis at Costa Del Sol at each of the existing stop signs and one speed bump on Venezia at Ville Franche at the existing stop sign. Upon motion duly made and second:

Resolved: To approve Quickel's proposal for the three half speed bumps at a total cost of \$1,615.00. To install notices onto a cone near the locations to maximize notification to the membership and obtain feedback as necessary. Contingency Reserve Fund Expense. Approved: Unanimous.

**STREET PAINT
MARKINGS
CONCERN**

The Board reviewed correspondence from CM080 regarding what appears to be paint markings scribbled onto the concrete street gutter. Upon motion duly made and second:

Resolved: To request advice from Quickel Paving on how best to address the apparent need for trash can placement management for a couple of owners at the end of San Raphael and to paint over or remove the squiggly lines that are there now on the concrete. Approved: Unanimous.

**STREET LANTERN
REPLACEMENT
PROJECT/FYI**

The Board assessed information regarding the completed project as to its status and reviewed owner correspondence regarding the effects of the new lights in relation to their homes. The Board conducted a final job walk with the vendor, Monterey Lighting Solutions and found no new issues with the street lighting. Upon motion duly made and second:

Resolved: To communicate with the owners that have forwarded their concerns and work with Clint/Monterey Solutions to resolve any outstanding issues. Approved: Unanimous.

PROPERTY INSPECTION

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

GOALS/STRATEGIC PLAN

Goals/projects for 2018:

Slope Renovation –Santa Lucia/San Raphael – **hold pending fund availability**

Street Slurry – **May 2nd, 4th, 9th & May 11th, 2018**

Refresh website/new photos

Golf Course Appearance

MEMBER COMMUNICATIONS NEWSLETTER IDEAS

The following topics will be included in the March newsletter: Street Light Project, Update on 2018 projects, Street Sweeper Day Reminder, Community Safety, Dunn Edwards Paint – Online and 37% Discount.

LANDSCAPE COMMITTEE

The February 2018 walkthrough inspection report was presented for Board review.

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

Resolved: To review said reports and direct Cornerstone to inspect the common areas behind 1-7 San Raphael to gauge slope plant conditions. Approved: Unanimous.

Five proposals were received from Cornerstone Landscape. The first one was a revised proposal from January (\$1,225.00) to plant bare areas behind 1-7 San Raphael at a total cost of \$1,750.00 with 70 flats of yellow Gazania. The second proposal was to fill in a prominent bare spot near 1 Cortina with 15 flats of purple/white Gazanias at a total cost of \$375.00. The third proposal was for new color for all of the focal and monument areas at a total cost of \$1,403.00. The fourth proposal was for repairing the mainline at Costa Del Sol at a total cost of \$400.00. The fifth proposal was for replacement plant material to fill in bare areas for the corner of Cassis & Santa Lucia at a total cost of \$385.00.

Resolved: To approve the first, third, and fifth proposals to plant the bare areas as mentioned at a total cost of \$3,538.00. The first, second and fifth proposals to be coded to the Landscape Reserve Fund and the third proposal to be coded to Operating Landscape Extras. To approve the fourth proposal to repair the mainline at Costa Del Sol at a total cost of \$400.00. Operating Irrigation Expense. To table the second proposal and request a change in plant material, to be reviewed at the next meeting. Approved: Unanimous.

ARCHITECTURAL COMMITTEE

Director Lippert provided the Committee's report to the Board and is receiving/reviewing applications, to date all submittals have been processed. Management to process NOCs for only major architectural changes such as remodels and additions.

PATROL SERVICE REPORTS

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

PEST CONTROL REPORTS

The Board reviewed reports received by Atlas Pest Control as well as all correspondence related to the Pest Control Program.

LIGHTING REPORTS

The Board reviewed reports received by Three Phase Electric as well as all correspondence related to the lighting repairs and replacements.

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, March 28, 2018 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.