

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
July 25, 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, July 25, 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 and Homeowner Hearings, this meeting was called to order at 5:30 p.m. by Board Vice President Robert Lippert.

ATTENDANCE

Present:	Robert Lippert, Vice President Al Kaiser, Treasurer Barney Graves, Secretary Billy Pine, Director
Absent:	Susan Adams, President
Management:	Progressive Community Management Eli Perez, CCAM, Community Manager

HOMEOWNER FORUM

No Owners were present for homeowner forum.

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 June 27, 2018.

Resolved: To accept the June 30th 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 Quickel street repair proposal at a total cost of \$5,385.00. Streets/Sidewalk Reserve Fund Expense – Offset by Insurance Claim Payment.

Approved: Unanimous.

BUSINESS ISSUES

STREET REPAIRS CR&R FYI

The Board reviewed correspondence with the Trash Hauling Company CR&R on clean-up and insurance claim. Quickel Paving has been helpful in providing fiscal and technical information to back up claim. Upon motion duly made and seconded:

Resolved: To continue communications with the vendor and discuss further at the next meeting as this issue is ongoing. Approved: Unanimous.

SUMMER FRESHENING PROPOSALS

The Board reviewed two proposals from E & C Mystic Cleaning and Sterling Cleaning & Maintenance on cleaning all street signs/posts, stop sign posts and mailbox posts due to accumulation of cob webs and dirty water streaks, clean off the mold at the Venezia monument and replace faded doggy signs. Upon motion duly made and seconded:

Resolved: To table the proposals to the next meeting and obtain more information on how these companies are able to reach the high street light fixtures and if ladders are being used, what steps are being taken to ensure they do not damage or scrape off the finish with their equipment. Approved: Unanimous.

PROPERTY INSPECTION

The Board and Management met earlier this same day 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 - **In-process*
Street Slurry - **Completed*
Refresh website/new photos - **Ongoing*

MEMBER COMMUNICATIONS NEWSLETTER IDEAS

The following topics will be included in the September newsletter: Update on 2018 projects, check with the Master Association regarding guest lists to ensure accuracy/security, Street Sweeper Day Reminder, Community Safety - Speeding, Dunn Edwards Paint – Online and 37% Discount, trash and doggie matters and parking program.

LANDSCAPE COMMITTEE

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

Work orders were being issued as needed for routine maintenance and Cornerstone has been responsive. Upon motion duly made and seconded:

Resolved: To review the reports and agreement, no further action was required. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-266 – Dead tree and branches/debris removal at Camino Del Avion behind San Raphael. The revised proposal was quoted at \$800.00. Upon motion duly made and seconded:

Resolved: To approve the proposal at a total cost of \$800.00. Operating/Landscape Extras Expense. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-264 – New plant material and mulch at Camino Del Avion and corner of Santa Lucia and Cassis. The revised proposal was quoted at \$2,840.00. Upon motion duly made and seconded:

Resolved: To approve the proposal at a total cost of \$2,840.00. Operating/Landscape Extras Expense. Approved: Unanimous.

ARCHITECTURAL COMMITTEE

Director Lippert received/reviewed applications and, to date all submittals have been processed. Management to process NOCs for only major architectural changes such as remodels and additions.

Resolved: To accept the Architectural Log and send to file. Approved: Unanimous.

Director Adams has been reviewing the Architectural Committee community notices and forms for updates with the assistance of Legal Counsel to ensure documents are up to date and reflect current Davis/Sterling Act language.

Resolved: To review all forms and send to Legal Counsel for review. Approved: Unanimous.

The Board is in process with adopting an Architectural Guideline Rule addition – Ground Vaults for Pool & Spa Equipment and is currently in the commentary period before adoption at the August meeting. Upon motion duly made and seconded:

Resolved: To review comments provided regarding the rule addition. Approved: Unanimous.

The Board reviewed an architectural application submitted by Robert Lippert and the neighbor's concern about a view which may be obstructed by the improvement (lattice). Upon motion duly made and seconded:

Resolved: To table further discussion to the August meeting. Approved: Unanimous.

PATROL SERVICE REPORTS

The Board reviewed reports received by Patrol One, as well as all correspondence related to the parking patrols. Upon motion duly made and seconded:

Resolved: To review the reports from Patrol One with no further action required. Approved: Unanimous.

PEST CONTROL REPORTS

The Board reviewed reports received by Clark Pest Control. The Board reviewed all relevant correspondence related to pest control. Upon motion duly made and seconded:

Resolved: To accept the report provided by Clark Pest Control. Approved: Unanimous.

LIGHTING REPORTS

The Board reviewed all correspondence related to the lighting repairs and replacements. Upon motion duly made and seconded:

Resolved: To accept the reports to file, no further action required. Approved: Unanimous.

The Board reviewed the ongoing feedback provided by Ms. Karen Schlaepfer/29 Cassis regarding her request to dim the lighting as the light broadcasts onto her front yard area. Management confirmed LU Electric installed the largest blinder possible pending feedback from the owner.

Resolved: To acknowledge the current status of this issue, no further action required. Approved: Unanimous.

ADJOURNMENT

There being no further business to come before the Board in regular session at this time, the Board adjourned at 6:28 p.m. The next regular session Board meeting will be held on Wednesday, August 22, 2018 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.

ATTEST

Signature _____ Date _____