

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
June 27, 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, June 27, 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 4:52 p.m. by Board President Susan Adams.

ATTENDANCE

Present:	Susan Adams, President Robert Lippert, Vice President Al Kaiser, Treasurer Billy Pine, Director
Absent:	Barney Graves, Secretary
Management:	Progressive Community Management Lisa Klasky, CCAM, Principal 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 May 23, 2018.

Resolved: To accept the May 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.

Approved: Unanimous.

BUSINESS ISSUES

STREET REPAIRS CR&R AND POW EXTERMINATING/FYI

The Board reviewed correspondence with the two vendors on clean-up and insurance claims. Upon motion duly made and seconded:

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

ANNUAL MEETING PLANNING

The Board discussed planning for the upcoming annual meeting. Upon motion duly made and seconded:

Resolved: To appoint Directors Kaiser, Graves and Pine to the Nominating Committee. Approved: Unanimous.

LANDSCAPE CONTRACT

The Board reviewed the notification from the vendor that a labor rate increase was expected for the new fiscal year. Upon motion duly made and seconded:

Resolved: To table this matter for further discussion at the July meeting. 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, Dunn Edwards Paint – Online and 37% Discount, trash and doggie matters and parking program. **The last Newsletter was mailed out with June billing.*

LANDSCAPE COMMITTEE

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

The Board reviewed the final agreement between Corniche Sur Mer HOA (CSM) and Corniche Master Association (CMA) on connecting irrigation equipment to adequately water both corners at Cassis and Ritz Pointe.

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 #413-254 – Venezia Trip adjacent to 2 Monaco. The revised proposal was quoted at \$2,130.00. Upon motion duly made and seconded:

Resolved: To approve the proposal at a total cost of \$2,130.00. Operating/Landscape Extras Expense. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-258 – Install plant material behind 9 Ville Franche at a total cost of \$300.00. Upon motion duly made and seconded:

Resolved: To approve the proposal at a total cost of \$300.00. Operating/Landscape Extras Expense. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-261 – Plant material for the Cassis cul de sac at a total cost of \$3,725.00. Upon motion duly made and seconded:

Resolved: To approve the proposal at a total cost of \$3,725.00. Operating/Landscape Extras Expense. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-259 – Plant material for Santa Lucia, Costa Del Sol, Venezia & Ville Franche at a total cost of \$1,300.00. Upon motion duly made and seconded:

Resolved: To approve the proposal at a total cost of \$1,300.00. Operating/Landscape Extras Expense. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-260 – Replace expired plant material and mulch for corners and slope bare areas at a total cost of \$2,085.00. Upon motion duly made and seconded:

Resolved: To approve the proposal at a total cost of \$2,085.00. Operating/Landscape Extras Expense. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-243 – Slope renovation for the second tier behind 1-7 San Raphael at a total cost of \$82,800.00. Upon motion duly made and seconded:

Resolved: To table this proposal indefinitely as funds are not available for this large 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.

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.

The Board reviewed a proposed Architectural Guideline Rule addition – Ground Vaults for Pool & Spa Equipment. Upon motion duly made and seconded:

Resolved: To accept the Architectural Log and send to file. To review all forms and send to Legal Counsel for review. To approve the rule addition and post for a 30-day commentary period and adoption at the August meeting. Operating/Property Administrative Expense. Approved: Unanimous.

The Board reviewed the on-site inspection meeting notes conducted by the Architectural Committee on June 6, 2018 with Mr. and Mrs. Welliver at their home for their proposed rear yard improvements.

Resolved: To acknowledge the notes and save to file. Approved: Unanimous.

PATROL SERVICE REPORTS

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

The Board reviewed communications from Mr. Franz Zihlmann/7 San Raphael whereas he requested removal of the recently painted trash bin placement markings that aid the cul de sac owners on trash collection day. Upon motion duly made and seconded:

Resolved: To review the reports from Patrol One with no further action required. To respond to Mr. Zihlmann that after thoughtful consideration, the Board decided to keep the markings as they assist owners with trash collection. 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 requested LU Electric to install the largest blinder possible as a last resort.

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 5:42 p.m. The next regular session Board meeting will be held on Wednesday, July 25, 2018 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.