

CORNICHE SUR MER HOMEOWNERS ASSOCIATION

MEETING OF THE BOARD OF DIRECTORS

MARCH 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, March 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 and Homeowner Hearings, this meeting was called to order at 5:31 p.m. by Board President Susan Adams.

ATTENDANCE

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

Absent: Robert Lippert, Vice President

Management: Progressive Community Management
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 February 28, 2018.

Resolved: To accept the February 28th 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 insurance premium renewal of \$7,839.00 as presented by LaBarre/Oksnee as the policy renews on April 16th. Insurance Operating Expense.

Resolved: To approve the Patrol One Slurry Seal/Tow Officer Proposal at a cost not to exceed \$630.00. Operating Contingency Expense.

Resolved: To approve the 2010 Financials Records Purge of box #748832.

Resolved: To approve the Cornerstone Irrigation Equipment Repairs and Replacements Proposal at a total cost of \$1,591.00. Irrigation Reserve Expense.

Approved: Unanimous.

MONUMENT CLEANING & BORDER RE-GROUT PROPOSALS

The Board was presented with a new proposal that called for specialized cleaning and re-grouting of the monument border grout from a stone expert. Upon motion duly made and second:

Resolved: To table this proposal indefinitely as well as the proposals reviewed previously and to cancel the E & C Mystic work as it does not include re-grout work. Approved: Unanimous.

OWNER CONCERN NEIGHBORING TREES

The Board reviewed communications from CM137 detailing her concerns about her property value. Upon motion duly made and second:

Resolved: To inform this owner to contact the Master Association regarding their trees along the perimeter and to engage her neighbors regarding her concerns with the appearance of their properties. Approved: Unanimous.

TRASH BIN PLACEMENT ORGANIZATION REQUEST

The Board reviewed communications from CM077 regarding the request to mark the asphalt for trash bin placement at the end of the San Raphael cul de sac, near the flag lots. Upon motion duly made and second:

Resolved: To approve Quickel to mark 6 spots near the shared driveway after coordination with the owner. 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 June 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.

**LANDSCAPE
COMMITTEE**

The March 2018 walkthrough inspection report to be combined with April for Board review.

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

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

**ARCHITECTURAL
COMMITTEE**

Director Lippert received/reviewed 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.

Management inquired on a possible renewal this year as the benefit would be to ensure that all vehicles with street parking variances are properly permitted. Upon motion duly made and second:

Resolved: To review the reports from Patrol One and to audit the current list of parking permits to determine if a renewal would be required this year. Approved: Unanimous.

PEST CONTROL REPORTS

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

The Board reviewed a maintenance proposal from two vendors and approved Clark Pest Control at a monthly rate of \$250.00 and an initial fee of \$250.00. Replacement boxes are set at \$15.00 each. Upon motion duly made and second:

Resolved: To approve the monthly maintenance proposal from Clark Pest Control. Operating/Pest Control Expense. Approved: Unanimous.

LIGHTING REPORTS

The Board reviewed 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 6:00 p.m. The next regular session Board meeting will be held on Wednesday, April 25, 2018 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.