

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
February 27, 2019**

**\* \* \* 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 27, 2019 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, Member Matters and Homeowner Hearings, this meeting was called to order at 5:55 p.m. by Board Vice President Robert Lippert.

**ATTENDANCE**

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

**HOMEOWNER FORUM**

Mrs. Kerry Krisher/39 Costa Del Sol attended homeowner forum to discuss Community Safety.

**Adjourned into Executive session ~ 6:10 PM**

**Reconvened into Regular Session ~ 6:20 PM**

**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 23, 2019.

**Resolved:** To accept the January 31<sup>st</sup> financial statement as prepared by Progressive Community Management for review by the CPA for the fiscal year end.

**Resolved:** To accept the update on CM030 collection account status and agreement to terms on a new payment plan with the Association. Terms of the new payment plan require the member to pay \$250.00 monthly with a total balance owed to the Association in the amount of \$6,303.78.

**Resolved:** To approve one new lien package for CM146, providing a letter granting approximately 15 additional days to submit payment, to execute the lien package to send the account onto ALS for collection actions, should no payment be received.

**Resolved:** To accept David Cane’s Legislative Summary to file.

**Resolved:** To approve to purge aged financial records, box #CM4-748833 from the archives.

Approved: Unanimous.

## BUSINESS ISSUES

### STREET PAVEMENT CORING, LAB TESTING & REPORT

The Board reviewed updated communications with XL Catlin on claim #4167192, for numerous hydraulic spills throughout the Corniche streets caused by CR&R’s vehicles. XL Catlin confirmed that they hired GMU Geotechnical to perform testing of the streets, pending Lab tests results. Management contacted the City of Dana Point Public Works Department to issue a formal complaint about the trash hauling company. Director Adams was appointed Board Liaison on this matter and is approved to hire Attorney Cheryl Soto at a cost not to exceed \$5,000.00 should this be needed for action. Upon motion duly made and seconded:

**Resolved:** To accept the communications as we await GMU Geotechnical Engineer report.  
Approved: Unanimous.

## **COMMUNITY PAINTING PROJECT**

The Board reviewed a revised proposal from Pilot Painting to repaint the SDG&E utility boxes, telephone metallic enclosures and fire hydrants. The scope of work was modified to include a specific primer that would allow for metallic and plastic/vinyl surfaces to be repainted on one color of bronze. Upon motion duly made and seconded:

**Resolved:** To request an on-site meeting with Pilot Painting to review the scope and submit a revised proposal for the March meeting. To coordinate closely with Board Liaison, Director Lippert. Approved: Unanimous.

## **SIDEWALK CLEANING 1 CORTINA**

The Board discussed Director Lippert's concern regarding irrigation run off in this area. Upon motion duly made and seconded:

**Resolved:** To request a proposal from Cornerstone to improve drainage to be presented at the March meeting. Approved: Unanimous.

## **INSURANCE AGENT INVITE**

The Board discussed inviting the insurance brokerage representative per the annual calendar. Upon motion duly made and seconded:

**Resolved:** To decline the invite this year. 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 2019:  
Slope Renovation: Santa Lucia – **Completed**  
Slope Renovation: San Raphael – **2019**  
Street Rehabilitation – **2019**  
Refresh website/new photos – **Ongoing**

**MEMBER  
COMMUNICATIONS  
NEWSLETTER IDEAS**

The following topics will be included in the June newsletter: Update on 2019 projects, Dog Leash reminder, Dog Waste reminder, cigarette butt advisory, preserve your home, Alert OC, 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, crime prevention and parking program.

**LANDSCAPE  
COMMITTEE**

The February 2019 walkthrough inspection report were presented for Board review.

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

A tree removal reimbursement request was received from 31 Cassis. Upon motion duly made and seconded:

**Resolved:** To approve the reimbursement after confirming that the removal cleared a view obstruction. Approved: Unanimous.

The Board reviewed a recycled irrigation inspection report by the South Cost Water District. Upon motion duly made and seconded:

**Resolved:** To accept the report to file. Approved: Unanimous.

The Board reviewed Cornerstone proposals for consideration. Upon motion duly made and seconded:

**Resolved:** To approve proposal #413-287 at a total cost of \$1,300.00 and proposal #413-288 at a total cost of \$600.00. Landscape Reserve Expense. Approved: Unanimous.

**Resolved:** To table proposals #413-284 for revisions and #413-289 deferred to the March meeting when planting conditions are optimal. Approved: Unanimous.

The Board reviewed Member and Vendor communications. Upon motion duly made and seconded:

**Resolved:** To accept the accept the information with no further action taken. 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.

The Board reviewed communication regarding 23 Costa Del Sol's second story addition. Upon motion duly made and seconded:

**Resolved:** To accept the report and request the member to resubmit an application. Approved: Unanimous.

The Board reviewed Member communications. Upon motion duly made and seconded:

**Resolved:** To accept the information with no further action taken. 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 accept the report from Patrol One with no further action taken. Approved: Unanimous.

The Board reviewed correspondence regarding Patrol One's service. Upon motion duly made and seconded:

**Resolved:** To accept the information and inquire with the vendor on better tracking of their service. Approved: Unanimous.

The Board discussed the Parking Permit Program Renewal per the annual calendar. Upon motion duly made and seconded:

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

The Board discussed Mrs. Kerry Krisher's request for safety measures on driver safety. Upon motion duly made and seconded:

**Resolved:** To request a proposal from Quickel Paving to expand the existing half speed bumps into full speed bumps and review at the March meeting. 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 a proposal to replace the electrical meter pedestal located in front of 3 Cortina. Upon motion duly made and seconded:

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

**ADJOURNMENT**

There being no further business to come before the Board in regular session at this time, the Board adjourned at 6:55 p.m. The next regular session Board meeting will be held on Wednesday, March 27, 2019 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.

**ATTEST**

Signature \_\_\_\_\_ Date \_\_\_\_\_