

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS ~ March 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, March 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 ADR and Member Matters, this meeting was called to order at 5:21 p.m. by Board President Susan Adams.

ATTENDANCE

Present: Susan Adams, President
Robert Lippert, Vice President
Al Kaiser, Treasurer
Billy Pine, Director
Barney Graves, Secretary ~ Via Video Conference

Absent: None

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.

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 27, 2019.

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 to file, CM030 collection account status and agreement to terms on a new payment plan with the Association.

Resolved: To approve the insurance premium renewal of \$7,638.00 as presented by LaBarre/Oksnee as the policy renews on April 16th. Insurance Operating Expense.

Resolved: To approve the reserve study proposal as presented by Advanced Reserve Solutions at a cost not to exceed \$450.00, option 2 (without site visit). Operating Reserve Analysis Expense.

Resolved: To approve the draft audit year ending December 31, 2018 as presented by Schonwit & Associates. To mail out to the membership prior to April 30, 2019 per Civil Code.

Approved: Unanimous.

BUSINESS ISSUES

STREET PAVEMENT CORING, LAB TESTING & REPORT

The Board discussed the ongoing XL Catlin claim #4167192, for numerous hydraulic spills throughout the Corniche streets caused by CR&R's vehicles. The Board was advised that GMU Geotechnical completed testing of the streets, pending lab tests results. Upon motion duly made and seconded:

Resolved: To accept the communications as we await GMU Geotechnical Engineer report and to reach out to Mr. Jay Godal/XL Catlin to speeding up the process. 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 approve the proposal at a total cost of \$10,650.00, option 1 and 4. To coordinate closely with Board Liaison, Director Lippert. Painting Reserve Expense. Approved: Unanimous.

SPEED BUMP EXPANSION

The Board reviewed the proposal to expand all the existing speed bumps. Upon motion duly made and seconded:

Resolved: To approve expanding the Cassis speed bump that is nearest to Ritz Pointe and the Venezia speed bump at a cost not to exceed \$1,615.00. Streets Reserve Expense. Approved: Unanimous.

DOG ATTACK

The Board reviewed a member's concern regarding a recent dog attack within the community. The member was not able to identify nor locate the owner of the attacking dog. Management reported the concern to the Master Association. Upon motion duly made and seconded:

Resolved: To acknowledge the incident with no further action taken. 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 – **2019-2020**
Street Rehabilitation – **In-progress**
Refresh website/new photos – **Ongoing**

MEMBER COMMUNICATIONS NEWSLETTER IDEAS

The following topics will be included in the June newsletter: Update on 2019 projects, preserve your home, 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 doggy matters, crime prevention, alert OC and parking program.

LANDSCAPE COMMITTEE

The March 2019 walkthrough inspection report were 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 accept the inspection and work order reports to file with no further action taken. Approved: Unanimous.

The Board reviewed several proposals from Cornerstone that addressed the expired or expiring plant material located in the common area focal points and slopes. Upon motion duly made and seconded:

Resolved: To approve proposal #413-276C at a total cost of \$1,500.00, proposal #413-281 at a total cost of \$8,200.00, proposal #413-282 at a total cost of \$6,275.00, proposal #413-292 at a total cost of \$3,175.00. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-280 for consideration. Upon motion duly made and seconded:

Resolved: To table the proposal until the April meeting. Unanimous.

The Board reviewed several proposals from Cornerstone that addressed drainage issues. Upon motion duly made and seconded:

Resolved: To approve proposal #413-284 for a new drain near 1 Cortina at a total cost of \$3,450.00, proposal #413-291 to install a catch basin at 35 Costa Del Sol at a total cost of \$1,219.00 and proposal #413-293 to repair the drain at 21 Cortina at a total cost of \$944.00. Approved: Unanimous.

The Board reviewed Cornerstone proposal #413-289 and 413-290 for consideration. Upon motion duly made and seconded:

Resolved: To decline the proposals and send to file. 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 the second story addition application resubmitted by 23 Costa Del Sol. Upon motion duly made and seconded:

Resolved: To not approve the application due to several ocean and golf course views that would be obstructed as result of construction as confirmed by 23 Santa Lucia, 31 Cassis and 21 Costa Del Sol. Approved: Unanimous.

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

Resolved: To accept the 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 discussed the Parking Permit Program Renewal per the annual calendar. Upon motion duly made and seconded:

Resolved: To decline a renewal this year and keep on the annual calendar for next year. Approved: Unanimous.

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

Resolved: To review a proposal from Quickel Paving to expand the existing half speed bumps into full speed bumps and review at the March meeting. Approved: Unanimous.

The Board reviewed communication from 30 San Raphael and the member disclosed that he has a fourth vehicle that is not registered. Upon motion duly made and seconded:

Resolved: To accept the information to file and send a follow-up communication to 30 San Raphael on the need for him to register the fourth vehicle. 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 appoint Director Lippert as Board Liaison on this project and Director Lippert to provide a third vendor/proposal before deciding on vendor. Total cost not to exceed \$5,200.00. Contingency Reserve Expense. Approved: Unanimous.

ADJOURNMENT

There being no further business to come before the Board in regular session at this time, the Board adjourned at 6:30 p.m. The next regular session Board meeting will be held on Wednesday, April 24, 2019 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.