

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION
REGULAR SESSION MEETING OF THE BOARD OF DIRECTORS
September 25, 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, September 25, 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 Hearings, Member Matters and CR&R/XL Catlin Insurance Claim, this meeting was called to order at 6:43 p.m. by Board President Robert Lippert.

ATTENDANCE

Present: Robert Lippert, President
Billy Pine, Vice President
Barney Graves, Secretary ~ Via Telephone Conference
Dellita Kobold, Member at Large

Absent: Al Kaiser, Treasurer

Management: Eli Perez, CMCA, Keystone Community Association Manager

Homeowner: Mrs. Kerry Krisher/39 Costa Del Sol

HOMEOWNER FORUM

Mrs. Krisher discussed the ongoing challenges with the Patrol Service with suggestions of changing the service to another vendor.

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 August 28, 2019.

Resolved: To accept the August 31st financial statement as prepared for review by the CPA at the fiscal year end.

Resolved: To accept to file, member CM030 collection account status as in good standing.

Resolved: To accept the updated and noted annual calendar.

Resolved: To accept the \$89,014.81 matured bank CD as liquidated and deposited into the Pacific Western Bank Reserve Account.

Approved: Unanimous.

BUSINESS ISSUES

2020 OPERATING BUDGET READOPT POLICIES

The Board reviewed the draft budget and current polices of the Association. Upon motion duly made and seconded:

Resolved: To approve the budget that starts on January 1, 2020 with an increase in regular assessments of \$10.00 per home. Approved: Unanimous.

Resolved: To readopt all current polices of the Association and disclose to the membership with the annual budget mailer package prior to November 30, 2019. Approved: Unanimous.

Resolved: To send the budget via the thumb drive option. Operating Administrative Expense. Approved: Unanimous.

PROPOSED NEW RULE NO SOLICITATION

The Board discussed possibly adopting a new rule prohibiting solicitation within the community. Upon motion duly made and seconded:

Resolved: To table the discussion indefinitely. 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.

MEMBER COMMUNICATIONS & NEWSLETTER IDEAS

The Board discussed gathering ideas for the next newsletter scheduled to be mailed with December billing. Upon motion duly made and seconded:

Resolved: To direct Management on topics and distribute to the membership in time for December billing. Approved: Unanimous.

LANDSCAPE COMMITTEE

The August 2019 walkthrough inspection report was presented for Board review. Work orders were being issued as needed for routine maintenance and Cornerstone has been positively 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 for landscape maintenance. Upon motion duly made and seconded:

Resolved: To approve the Cornerstone proposal #413-322 to replace plant material at 5 & 39 Costa Del Sol at a total cost of \$875.00. Landscape Reserve Expense. Approved: Unanimous.

Resolved: To approve the Cornerstone proposal #413-323 to replace plant material at the Cassis Monument sign planter area at a total cost of \$1,500.00. Landscape Reserve Expense. Approved: Unanimous.

Resolved: To approve the Cornerstone proposal #413-324 to plant additional Acacia plants for the recently renovated San Raphael slope at a total cost of \$5,000.00. Landscape Reserve Expense. Approved: Unanimous.

Resolved: To decline the Cornerstone proposal #413-326 to plant Milkweed plants at a test site and request revisions for further review at the November meeting. Approved: Unanimous.

Resolved: To approve the Cornerstone proposal #413-327 to replace plant material for the slope adjacent to 1 Costa Del Sol for a total cost of \$500.00. Operating Landscape Extras Expense. Approved: Unanimous.

Resolved: To approve the Cornerstone proposal #413-328 to over seed and scalp the turf at a total cost of \$1,200.00. Operating Landscape Extras Expense. Approved: Unanimous.

Resolved: To approve the Cornerstone proposal #413-329 to replace the expiring agave with 1-gallon Carissa ground cover. Operating Landscape Extras Expense. Approved: Unanimous.

The Board reviewed all communications received from homeowners, vendors and Management. Upon motion duly made and seconded:

Resolved: To accept the communication to file. Approved: Unanimous.

ARCHITECTURAL COMMITTEE

The Architectural Committee received/reviewed applications and, to date, all submittals have been processed. Upon motion duly made and seconded:

1. **47 San Raphael – Approved:** Wrought iron replacement for the entry area, side doors and fencing.
2. **29 Costa Del Sol – Under Review:** Solar Panels

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

The Board discussed possibly prohibiting exterior televisions. Upon motion duly made and seconded:

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

The Board reviewed all communications received from homeowners and Management. Upon motion duly made and seconded:

Resolved: To accept the communication 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. Upon motion duly made and seconded:

Resolved: To accept the report from Patrol One to file and invite the vendor to the November meeting during Executive Session. Approved: Unanimous.

The Board reviewed a proposal from Tracktik that would track the Patrol Service. Upon motion duly made and seconded:

Resolved: To decline the proposal and seek out a guard service that has implemented the tracking technology for further discussion at the November meeting. Approved: Unanimous.

TOW REIMBURSEMENT REQUEST

The Board reviewed a request from 30 San Raphael on two tows. Upon motion duly made and seconded:

Resolved: To research the logs to confirm the member was towed inappropriately and if so, to reimburse the member a total of \$767.00. Operating Contingency Expense. 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 to file. Approved: Unanimous.

LIGHTING REPORT

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

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

GENERAL COMMUNICATION FYI

The Board reviewed all general communications received from homeowners and Management. Upon motion duly made and seconded:

Resolved: To accept the communication to file. Approved: Unanimous.

ADJOURNMENT

There being no further business to come before the Board in regular session at this time, the Board adjourned at 7:15 p.m. The next regular session Board meeting will be held on Wednesday, November 6, 2019 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.

ATTEST

A faint, illegible signature and some text are visible on a horizontal line, likely representing a witness or secretary's signature.