

**CORNICHE SUR MER HOMEOWNERS ASSOCIATION  
REGULAR SESSION MEETING OF THE BOARD OF DIRECTORS  
JULY 23, 2020**

**\* \* \* MINUTES \* \* \***

**NOTICE**      Upon due notice given and received, the members of the Corniche Sur Mer Homeowners Association Board of Directors met on Thursday, June 25, 2020 at 4:00 p.m. via Telephone/Video Conference. The physical location to dial into the meeting was set at the regional office of Keystone, 30211 Avenida De Las Banderas, Suite 120, Rancho Santa Margarita, CA 92688.

**CALL TO ORDER**

This Regular Session meeting was called to order at 5:15 p.m. by Board President Robert Lippert, following the Executive Session meeting. The previous session agenda was approval of previous Executive Session minutes, property inspection results review, hold a hearing, review/discussion of member matters and executive correspondence.

**ATTENDANCE**

Present:        Robert Lippert, President  
                  Billy Pine, Secretary  
                  Dellita Kobold, Treasurer  
                  Alex Wawiluk, Member at Large

Absent:         Al Kaiser, Vice President

Management: Eli Perez, CMCA, Keystone Community Association Manager

**HOMEOWNER FORUM**

No homeowners called into this 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 approve the June 25, 2020 regular session meeting minutes noting Director Kaiser as absent.

**Resolved:** To approve the July 8, 2020 Architectural Committee meeting minutes.

**Resolved:** To acknowledge the review of the June 30<sup>th</sup>, 2020 financial statement by Directors Lippert and Kobold as required by CIVIL CODE §5502.

**Resolved:** To accept the June 30<sup>th</sup>, 2020 financial statement noting the current net year income of \$25,953.28.

**Resolved:** To acknowledge one monthly reserve transfer exceeding \$10,000 or 5% of the total combined reserve and operating accounts. The approved transfer was in the amount of \$84,000.00 from the Pacific Western Bank operating account to the Pacific Premiere Bank operating account.

**Resolved:** To acknowledge that there were no collections activity to report this period.

**Resolved:** To accept the updated and noted annual calendar.

**Resolved:** To accept the work order report to file.

**Resolved:** To accept the Patrol report of May 22, 2020 thru June 18, 2020, to file.

**Resolved:** To accept the General Communications to file.

Approved: Unanimous.

## BUSINESS ISSUES

### ELECTRICAL METER PEDESTAL REPLACEMENT

The Board reviewed proposals to replace the unit in front of 17 Santa Lucia which showed signs of deterioration. Upon motion duly made and seconded:

**Resolved:** To appoint Director Lippert as the Board Liaison on this matter with spending authority not to exceed \$8,500.00 to further review the proposals and refine scope of work. Approved: Unanimous.

## **2021 RESERVE STUDY COMPLETED**

The Board reviewed the Reserve Study provided by Advanced Reserve Solutions. Upon motion duly made and seconded:

**Resolved:** To approve version 2 and incorporate into the 2021 Budget resolution.  
Approved: Unanimous.

## **LANDSCAPE COMMITTEE**

The May walkthrough was conducted on Thursday, June 25, 2020. Upon motion duly made and seconded:

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

Cornerstone Landscape submitted a proposal to replant an area of the Venezia slope and improve irrigation coverage for the area. Upon motion duly made and seconded:

**Resolved:** To decline the proposal and request revisions for additional plant material. Approved: Unanimous.

## **ARCHITECTURAL COMMITTEE**

The Architectural Committee received/reviewed five applications this period. Upon motion duly made and seconded:

1. 9 Ville Franche: Windows and doors – Not approved.
2. 11 Ville Franche: Rear deck glass panels, first floor addition and relocation of pool equipment – Not approved.
3. 23 Costa Del Sol: Rear deck modification and room addition – Not approved.
4. 77 San Raphael: Rear deck replacement – Not approved.
5. 9 Monaco – Rear deck modification and glass panels – Approved with Conditions.

The Architectural Committee reviewed the following submittals since the last few meetings:

1. 43 Cassis was approved for front and rear yard landscape improvements on July 1, 2020.
2. 1 Cassis was approved to extend a wall at the front property line and replace fencing on May 21, 2020.
3. 65 San Raphael was approved to replace the garage door on May 1, 2020.
4. 21 Cassis was approved for a tree removal on May 6, 2020.
5. 47 San Raphael was approved for rain gutter replacement on May 6, 2020.
6. 20 San Raphael was approved to re-plaster a pool and exterior painting on May 15, 2020.
7. 19 Cortina was approved to replace doors and exterior painting on May 21, 2020.

8. 3 San Raphael was approved to replace a sliding glass door on June 16, 2020.
9. 5 Santa Lucia was approved to install an air conditioning unit on June 2, 2020.
10. 3 San Raphael was not approved for a front side yard fence on June 16, 2020.
11. 9 Monaco was not approved for a rear yard deck replacement on July 1, 2020.
12. 9 Ville France applied on June 22, 2020 for a new slider door, windows removals and new window and is under review.
13. 11 Ville Franche applied on June 22, 2020 to extend first floor, new glass panels and deck flooring and is under review.
14. 23 Costa Del Sol applied on June 22, 2020 to modify rear deck and room addition and is under review.
15. 55 San Raphael was approved for garage door replacement on June 26, 2020.

**Resolved:** To accept the Architectural log and send 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 7:21 p.m. The next regular session Board meeting will be held on Thursday, August 27, 2020 at the Monarch Hills Condominium Clubhouse, 58 Corniche Drive, Monarch Beach.

## **ATTEST**

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