

**CORONADO AT ALISO VIEJO HOMEOWNERS ASSOCIATION  
REGULAR SESSION MEETING MINUTES  
February 10, 2020**

**NOTICE OF MEETING**

Upon notice duly given and received, a regular session meeting of the Board of Directors of the Coronado Homeowners Association was held at the garage of 49 Coronado Cay, Aliso Viejo, CA on February 10, 2020.

**ATTENDANCE**

**DIRECTORS PRESENT:**

Ray Scruggs	President
Debbie Logan	Treasurer
Erick Bryner	Member at Large

**DIRECTORS ABSENT**

Frank Parrish	Secretary
---------------	-----------

**OTHERS PRESENT:**

Beverly Allen	Total Property Management, Inc.
Lauren Swiderski	Total Property Management, Inc.
Two (2) Homeowners	

**CALL TO ORDER**

A quorum was present, and the meeting was called to order 6:45 P.M. by President, Ray Scruggs.

**ANNUAL MEMBERSHIP MEETING**

The was no quorum for the Annual Membership Meeting. The Board announced that the adjourned Annual Meeting will be held on March 9, 2020 at the offices of Accurate Voting at 10:00 a.m.

**EXECUTIVE SESSION DISCLOSURE**

An announcement was made indicating that the Board met in Executive Session, February 10, 2020 prior to the Regular Session to discuss delinquencies, hold hearings for non-compliance matters, contractual, delinquencies as permitted by California law.

**HOMEOWNER FORUM**

There were two homeowners in attendance during the Homeowner Forum discussion; parking permit variance request, tree complaint and towing reimbursement.

**REGULAR SESSION MINUTES**

A MOTION WAS MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the minutes from the October 14, 2019 Regular Session Meeting.

**MANAGEMENT FINANCIAL REPORT**

**Management Financial Report**

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the Financial Statements from October 31, 2019 through December 31, 2019 and table the Financial Statements from January 31, 2020.

**2018 Income Taxes - Needs Board Signature**

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve 2018 Income Taxes.

## **BOARD DISCUSSION/MANAGEMENT REPORT**

### **Repipe 1 – Ratify Proposal:**

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to ratify the approval of the proposals submitted by Repipe 1 for repairs completed at 119 Breakers of interior repairs in the amount of \$6,217.53 and sewer line repairs in the amount of \$8,440.00.

### **EmpireWorks – Ratify Proposal:**

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to ratify the approval of the proposal submitted by EmpireWorks change order # 1 for deck repairs, in the amount of \$9,500.00.

### **Personal Touch Cleaning – Contract Increase:**

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the rate increase of 7%, for a total annual increase of \$167.61, effective July 1, 2020.

### **Villa Park Landscape – Proposal:**

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal submitted by Villa Park Landscape for 4 tree removals, in the amount of \$950.00.

### **Deck Repairs Proposal:**

The Board of Directors reviewed the proposal for deck repairs submitted by EmpireWorks and Pilot Painting. Management is still waiting on an additional proposal. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal with the lowest cost.

### **108 Breakers – Tow Reimbursement Request:**

The Board of Directors reviewed a tow reimbursement request submitted by homeowners at 108 Breakers. The homeowner was also in attendance to address the Board. It was the general consent of the Board of Directors to table the request as Management has been trying to obtain the voice recordings. The patrol company states that the homeowner provided the incorrect license plate number.

### **16 Carlsbad – Patio Damage**

The Board of Directors reviewed correspondence submitted by 16 Carlsbad regarding damage to their patio from a common area tree. It was the general consent of the Board of Directors to allow Management to approve the concrete replacement proposal, once the proposal is received by Humburg & Associates.

### **Emergency Leak Reserve Expenditures**

The Board of Directors reviewed work order history reports from October 1, 2019 to February 2, 2020 for reserve expenditures totaling \$31,404.53, Roofing repairs totaling \$10,755.00, Plumbing/Sewer Repairs \$8,440.00 and Restoration/Interior Repairs \$12,209.53. No action taken.

### **Annual Calendar Review**

No action taken.

## **NEXT MEETING**

The next meeting will be held April 13, 2020 in the garage of 49 Coronado Cay, Executive

Session to begin at 6:00 PM. Regular Session to follow approximately 6:30 PM.

**ADJOURN**

There being no further business to come before the Board at this time, the Regular Session meeting was adjourned at 7:30 P.M.

**ATTEST:**

  
\_\_\_\_\_  
Signature

6-18-20  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date