

**CORONADO AT ALISO VIEJO HOMEOWNERS ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
FEBRUARY 13, 2023**

**NOTICE OF MEETING**

Upon due notice given and received, a meeting of the Board of Directors was held on February 13, 2023, at the garage of 49 Coronado Cay, Aliso Viejo, CA.

**ATTENDANCE**

**Directors Present**

Ray Scruggs	President
Erick Bryner	Vice President
Debbie Logan	Treasurer

**Directors Absent**

Frank Parrish	Secretary (via phone)
Andy Abrecht	Member at Large

**Others Present**

Lauren Swiderski	Managing Agent, Total Property Management, Inc.
Three homeowners	

**CALL TO ORDER**

A quorum was present and Management called the General Session Meeting to order at 6:10 pm.

**EXECUTIVE SESSION DISCLOSURE**

An announcement was made indicating that the Board met in Executive Session on February 13, 2023, to hold hearings for non-compliance issues, legal matters, delinquency matters, contractual and personnel issues as permitted by California Civil Code.

**HOMEOWNER FORUM**

There were three homeowners in attendance during Open Forum to discuss tree root & wall damage, proper storage of trash cans, parking enforcement and request to replant bare area.

**MINUTES**

A MOTION WAS DULY MADE, SECONDED, AND CARRIED to approve the December 12, 2022 General Session Meeting Minutes, as presented.

**FINANCIAL**

**Financial Statements**

It was the general consent of the Board of Directors to approve the Financial Statements for the period ending December 31, 2023-January 31, 2023.

**CD Maturity**

The Board of Directors reviewed correspondence submitted by Debbie Logan with direction for Lynn Wealth Management to purchase a 3 month CD with the \$100,000.00 that matures February 9, 2023. No action was required.

**Draft Audit**

It was the general consent of the Board of Directors to table review of the draft audit, submitted by VanDerPol & Company, pending further review.

## **PROPOSALS**

### **Ratifications**

It was the general consent of the Board of Directors to ratify approvals of the following proposals:

1. Jim Muarry Roofing – 7 Breakers – Water Test - \$795.00
2. Jim Murray Roofing – 7 Breakers – Roof Repairs - \$6,519.00
3. Jim Murray Roofing – 16 Carlsbad – Water Test - \$695.00
4. Jim Murray Roofing – 16 Carlsbad – Roof Repairs - \$5,995.00
5. Jim Murray Roofing – 42 Breakers – Roof Repairs – \$4,250.00
6. Jim Murray Roofing – 27 Coronado Cay – Roof Repairs - \$8,349.00
7. Jim Murray Roofing – 73 Carlsbad – Roof Repairs - \$4,115.00
8. Jim Murray Roofing – 81 Coronado – Skylight Replacement - \$1,295.00
9. Jim Murray Roofing – 98 Brekers – Roof Repairs - \$8,559.00
10. A-Z Building Services – 16 Carlsbad - Drywall Repairs - \$1,299.98
11. Partners Plumbing – Toilet Replacement & Flange Replacement - \$868.03
12. Professional Craftsmen – 49 Coronado Cay – Wrought Iron Repairs - \$317.50
13. Professional Craftsmen – 39 Carlsbad – Door Repair - \$457.50

### **Proposal – Mobile Fire Extinguisher**

The Board of Directors reviewed a proposal submitted by Mobile Fire Extinguisher for annual fire extinguisher service. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$10,223.98.

### **Proposal – The Alarm & Sprinkler Company**

It was the general consent of the Board of Directors to table the proposal submitted by The Alarm & Sprinkler Company, pending clarification on what services are required.

### **Proposals – Villa Park Landscape**

It was the general consent of the Board of Directors to approve the following proposals, submitted by Villa Park Landscape:

1. December Walk Proposal - \$1,242.50
2. 42 Carlsbad – dead hedge removal & replanting - \$1,920.00
3. 43 Carlsbad – tree removals - \$2,270.00
4. 103 Breakers & 25 Breakers – tree removals - \$2,900.00

### **Proposals – Community Wide Tree Trimming**

It was the general consent of the Board of Directors to table the community wide tree trimming proposal submitted by Villa Park Landscape, pending receipt of an additional proposal.

### **Proposals – Community Wide Wood Repairs**

The Board of Directors reviewed proposals submitted by Jim Murray Roofing, Pilot Painting and CPR Construction for community wide wood repairs. It was the general consent of the Board of Directors to approve the proposal submitted by Pilot Painting, in the amount of \$39,900.00.

### **Proposals – Pool Building Roof Replacement**

It was the general consent of the Board of Directors to table the proposals for pool building roof replacement, pending receipt of an additional proposal.

### **Proposals – Pool/Spa Re-plaster**

It was the general consent of the Board of Directors to table the proposals submitted for pool and spa re-plaster, pending receipt of additional proposals.

**PROPOSALS – continued**

**Proposal – A-Z Property Services**

The Board of Directors reviewed a proposal submitted by A-Z Property Services for drywall repairs and light fixture installation at 42 Breakers. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$1,040.07.

**ADMINISTRATIVE ACTIONS**

**Final Archived Records List**

The Board of Directors reviewed the final archived records list. No action was required.

**Arbor Financial Group – FHA Request**

The Board of Directors reviewed correspondence submitted by Arbor Financial Group requesting to get the association FHA approved, at their cost. It was the general consent of the Board of Directors to approve their request.

**41 Carlsbad – Tree Root Concerns**

The Board of Directors reviewed correspondence submitted by 41 Carlsbad regarding tree root concerns. No action was required, as the board approved a proposal for tree removals. Management was directed to obtain proposals for block wall repairs.

**43 Carlsbad – Tree Root Concerns**

The Board of Directors reviewed correspondence submitted by 43 Carlsbad regarding tree root concerns. No action was required as the board approved a proposal for tree removals. Management was directed to get a bid to replace cracked sections of concrete.

**83 Coronado Cay – Front Porch Concerns**

The Board of Directors reviewed correspondence submitted by 83 Coronado Cay regarding a crack in the landing and steps. Management was directed to obtain proposals to repair the cracks but no replace concrete.

**34 Carlsbad – Multiple Concerns**

The Board of Directors reviewed correspondence submitted by 34 Carlsbad regarding cracking in the patio. It was the general consent of the Board of Directors that the cracking in the patio is minor and the Association will not be spending the money to hire an engineer at this time.

**7 Carlsbad – Cracked Wall**

The Board of Directors reviewed a photo of a cracked wall at 7 Carlsbad. Management was directed to obtain proposals for wall repairs.

**Annual Calendar Review**

The Board of Directors reviewed the Annual Calendar. Management to begin working on the draft budget.

**NEXT MEETING**

The next scheduled Board of Directors meeting will be held on Tuesday, April 10, 2023 at 6:30 p.m., to be held at the garage of 49 Coronado Cay.

**ADJOURN**

There being no further business to come before the Board at this time, A MOTION WAS DULY MADE, SECONDED, AND UNANIMOUSLY CARRIED to adjourn the general session at 8:00 p.m.

**ATTEST:**

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**Signature**

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**Date**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**