

**CORONADO AT ALISO VIEJO HOMEOWNERS ASSOCIATION  
REGULAR SESSION MEETING MINUTES  
April 8, 2019**

**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 49 Coronado Cay Lane, Aliso Viejo, CA on April 8, 2019.

**ATTENDANCE**

**DIRECTORS PRESENT:**

Ray Scruggs	President
Debbie Logan	Treasurer
Frank Parrish	Secretary
Erick Bryner	Member at Large

**DIRECTORS ABSENT**

None

**OTHERS PRESENT:**

Beverly Allen	Total Property Management, Inc.
Lauren Swiderski	Total Property Management, Inc.

**CALL TO ORDER**

A quorum was present, and the meeting was called to order 6:55 P.M. by President, Ray Scruggs.

**EXECUTIVE SESSION DISCLOSURE**

An announcement was made indicating that the Board met in Executive Session, April 8, 2019 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 no homeowners in attendance during Homeowner Forum.

**ANNUAL MEETING ADJOURNMENT ANNOUNCEMENT**

Management announced that the Annual Meeting did not reach quorum and was adjourned.

**REGULAR SESSION MINUTES**

A MOTION WAS MADE, SECONDED AND CARRIED to approve the minutes from the February 11, 2019 Regular Session Meeting. Ray Scruggs abstained. The motion carried 3-0-1.

**MANAGEMENT FINANCIAL REPORT**

**Management Financial Report**

A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, for the Board to accept the February 28, 2019 Financial Statements subject to audit/review by an independent CPA at fiscal year-end.

**New Morgan Stanley Money Market Account**

A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve to transfer \$260,000.00 from the Pacific Western Bank Money Market Account and open a Morgan Stanley Money Market Account with a 2.74% interest rate.

**Board Resolution to Lien**

A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the Resolution to Lien for APN #937-987-64, #937-988-46 and #937-988-85.

**Foreclosure – N/A**

**BOARD DISCUSSION/MANAGEMENT REPORT**

**Reserve Study**

A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to deny the reserve study submitted by Association Reserves and use last year's reserve study for the preparation of the 2019/2020 budget. Association Reserves has agreed to provide a free onsite inspection to be conducted with Management and provide a new study.

**Draft 2019/2020 Budget**

A MOTION WAS MADE BY ERICK BRYNER AND SECONDED BY DEBBIE LOGAN to approve the budget, with an increase of assessments from \$280.00 to \$305.00 to help fund minimum wage increases and roof repairs. Ray Scruggs voted against. The motion carried 3-1.

**Community Wide Decking Proposal**

The Board of Directors reviewed a proposal for community wide deck maintenance, submitted by Jim Murray Roofing. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to table until we can obtain comparative proposals.

**B & J Tree Services Proposal**

The Board of Directors reviewed a proposal for Palm tree trimming, submitted by B & J Tree Service. A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal, in the amount of \$3,150.00.

**Accurate Voting Services Proposal**

The Board of Directors reviewed a proposal for inspector of election services, submitted by Accurate Voting Services. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal, in the amount of \$1,187.50.

**Audit & Tax Preparation Proposals**

The Board of Directors reviewed proposals for audit and tax preparation services submitted by Inouye, Shively & Klatt and VanDerPol and Company. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal submitted by Inouye, Shively & Klatt, in the amount of \$1,000.00.

Board Member Erick Bryner left the meeting at 7:30 p.m.

**Project Management Proposals**

The Board of Directors reviewed proposals for project management proposals submitted by Summit Consulting and Western Pacific Construction Services. A MOTION DULY SECONDED, AND UNANIMOUSLY CARRIED to deny the need for a project manager for the upcoming maintenance issues.

**Garage Door Replacement Discussion**

The Board of Directors held a discussion regarding the existing garage doors that are no longer being made. Therefore, repairs or replacement panels are no longer an option and full door replacement is necessary.

The Board of Directors reviewed a proposal for garage door replacement at 37 Carlsbad, submitted by Overhead Door. A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the garage door replacement, in the amount of \$1,395.00.

**Farmers Insurance Claim Outcome Letter**

The Board of Directors reviewed the water damage claim outcome letter regarding a leak that occurred at 1 and 3 Carlsbad, submitted by Farmers Insurance. No action was required.

**Emergency Leak Reserve Expenditures**

The Board of Directors reviewed the Work Order History Reports for roof leak repairs, plumbing leaks and restoration that occurred from October 1, 2018 through April 1, 2019. Management reported this last winter we anticipated roof repairs and interior damage at approximately \$160,000.00.

**Community Wide Roof Maintenance**

A MOTION WAS DULY MADE, SECONDED AND UNANIMOUSLY CARRIED to approve the proposal for community wide roof maintenance, submitted by Jim Murray Roofing, in the amount of \$14,900.00, to be completed in September.

**NEXT MEETING**

The next meeting will be held on Monday, June 10, 2019 with executive session beginning at 6:00 pm, general session to follow at 6:30 pm to be held in the garage of 49 Coronado Cay.

**ADJOURN**

There being no further business to come before the Board at this time, the Regular Session meeting was adjourned at 7:40 P.M.

**ATTEST:**

  
\_\_\_\_\_  
Signature

6/10/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Signature

6/10/19  
\_\_\_\_\_  
Date