

**CORONADO AT ALISO VIEJO HOMEOWNERS ASSOCIATION
REGULAR SESSION MEETING MINUTES
December 11, 2017**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the board of directors of the Coronado Homeowners Association was held on December 11, 2017 at 49 Coronado Cay Lane, Aliso Viejo, CA.

ATTENDANCE

DIRECTORS PRESENT:

Ray Scruggs	President
Debbie Logan	Treasurer
Frank Parrish	Member at Large

OTHERS PRESENT:

Beverly Allen	Total Property Management, Inc.
Jamie Hackwith	Total Property Management, Inc.

CALL TO ORDER

A quorum was present and the meeting was called to order at 6:30 P.M. by president, Ray Scruggs.

EXECUTIVE SESSION DISCLOSURE

An announcement was made indicating that the Board met in Executive Session, December 11, 2017 prior to the Regular Session to discuss delinquencies, hold hearings for non-compliance matters, contractual, personnel and legal issues as permitted by California law.

HOMEOWNER FORUM

In accordance with State Statute the owners present were afforded the opportunity to address the Board of Directors Meeting as written. The following items were presented to the Board:

- Community notifications

REGULAR SESSION MINUTES

UPON A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED the Board approved the minutes from the October 9, 2017, Regular Session Meeting.

MANAGEMENT FINANCIAL REPORT

A. Management Financial Report

Management informed the Board of the financial status of the Associations banking accounts, which consisted of \$128,872.71 in the Pacific Western Bank checking account and \$1,418,234.13 in the reserve investment account as of the October 31, 2017 Financial Statement. UPON A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board approved the October 31, 2017 Financial Statement subject to audit/review by an independent CPA at fiscal year-end.

B. Liens

None

C. Foreclosure

None

BOARD DISCUSSION/MANAGEMENT REPORT

A. Pool Deck Stain Project

The Board discussed the upcoming pool deck staining project. A representative from Cityscape was to be present to discuss color options with the Board, but he fell ill and could not attend the meeting. UPON A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED the Board moved to table discussion until the February 12, 2018 meeting.

B. Pool Area Landscape

The Board reviewed a proposal submitted by Villa Park Landscape to remove the Bird of Paradise around the pool and install forty-two 15-gallon Carolina Cherry trees and mulch at a cost of \$9,395.00. UPON A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board moved to approve the proposal to be coded from operating.

C. Annual Meeting

The Board discussed the 2018 annual meeting date scheduled to be held in February 12, 2018. Ray Scruggs and Frank Parrish Terms are up as well as the vacancy, we currently have two board positions are up for election this year. No motions were made.

D. Reserve Study

The Board reviewed a proposal submitted by Association Reserves to prepare the reserve study for 2018. Management noted that the last on-site visit was completed in 2015 and is due for another on-site update in 2018. The Board can opt for a one-time on-site visit at a cost of \$1,480 or a three-year "Loyalty Update Plan" at a cost of \$2,340, which includes the on-site visit in 2018 and no-site visits in 2019 and 2020 (represents a total savings of \$240). UPON A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED the Board moved to approve the three-year "Loyalty Update Plan."

E. Awning Power Washing

The Board reviewed an email submitted by the Owner on Breakers Lane regarding the recent awning power-washing project. No motions were made.

EMERGENCY ADDED ITEM TO THE AGENDA

A. Addendum B of the Management Contact and Collection Policy

The Board reviewed the revised Addendum B of the management contract and collection policy. Management explained that the addendum and collection policy needed to be revised due to upcoming changes in California law. UPON A MOTION DULY MADE, SECONDED AND UNANIMOUSLY CARRIED, the Board moved to approve the revised addendum and collection policy as an emergency agenda item, due to the change in California Law. The revised collection policy is to be sent out to all Owners for a 30-day comment period

NEXT MEETING

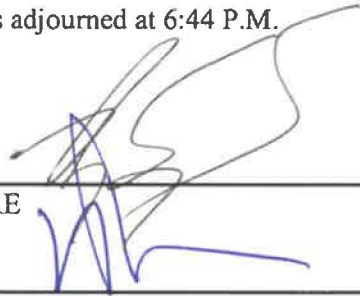
The next meeting will be held on Monday, February 12, 2018 with executive session beginning at 6:00 pm, general session to follow at 6:30 pm to be held in the garage of 49 Coronado Cay.

ADJOURN

There being no further business to come before the Board at this time, the Regular Session meeting was adjourned at 6:44 P.M.

ATTEST:

SIGNATURE



SIGNATURE

DATE



DATE

