

**CORONADO AT ALISO VIEJO HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
DECEMBER 12, 2022**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on December 12 2022, at the garage of 49 Coronado Cay, Aliso Viejo, CA.

ATTENDANCE

Directors Present

Erick Bryner	Vice President
Debbie Logan	Treasurer
Frank Parrish	Secretary (via phone)

Directors Absent

Ray Scruggs	President
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 6:08 pm.

EXECUTIVE SESSION DISCLOSURE

An announcement was made indicating that the Board met in Executive Session on December 12, 2022, 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 issues and escrow questions/concerns.

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 September 30, 2022 – November 30, 2022. Management was directed to verify if the Pacific Western Bank account is over FDIC limits.

PROPOSALS

Ratifications

It was the general consent of the Board of Directors to ratify approval of the Prendville Insurance renewal proposal, with a premium of \$59,088.00.

Proposals Approved by Total Property Management

The Board of Directors reviewed proposals approved by Management, as follows:

1. A-Z Building Services – 119 Breakers railing repair - \$1,553.31
2. Professional Craftsmen – 1 Carlsbad door frame repairs - \$798.50

PROPOSALS – continued

Contract Rate Increase – Nordic Security Services

The Board of Directors reviewed contract rate increase correspondence submitted by Nordic Security Services It was the general consent of the Board of Directors to approve the increase from \$438.00 per month to \$479.00 per month, effective January 1, 2023.

Total Property Management – Archived Records

The Board of Directors reviewed correspondence submitted by Total Property Management regarding archived records. It was the general consent of the Board of Directors to approve to keep 27 boxes, 8 of those boxes are within 7 years and no cost for storage. The remaining 19 boxes will be stored at a cost of \$7.50 per box, at a cost of \$142.50 per month, and destroy 32 boxes for a one-time cost of \$800.00.

Proposal – Jim Murray Roofing

The Board of Directors reviewed a proposal submitted by Jim Murray Roofing for repairs found during roof maintenance. The skylight replacements have already been approved. Management was directed to verify if those have been completed. Regarding the wood repairs, Management was directed to obtain additional proposals.

Proposals – Pool/Spa Replaster

The Board of Directors reviewed a proposal for pool/spa replaster. California Waters declined to bid and Blueray proposal is still pending. It was the general consent of the Board of Directors to table the proposal. Management was directed to obtain additional bids.

SB 326 – Required Elevated Balcony Inspections

Management discussed with the Board, the required deck inspection that needs to be completed by 2025. Management was informed that there are 2 deck per building and to begin working on obtaining inspection proposals.

Proposal – Purcor – 17 Breakers

The Board of Directors reviewed a proposal submitted by Purcor for siding repairs at 17 Breakers. Management was directed to verify whose irrigation is located near the siding causing the damage, to determine responsibility. Management was also directed to obtain additional proposals.

Proposal – Professional Craftsmen – 28 Breakers

The Board of Directors reviewed a proposal submitted by Professional Craftsmen for cosmetic stucco repairs at 28 Breakers. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$347.50.

ADMINISTRATIVE ACTIONS

17 Breakers – Escrow Questions

The Board of Directors reviewed correspondence submitted by 17 Breakers regarding exterior siding repairs that have not been completed. Management was directed to inspect this during the landscape walk to determine if the damage was caused by Association irrigation or homeowner irrigation. If homeowner irrigation caused the damage, the Association will complete the repairs, but the cost of repairs will be billed back to the owner.

41 Carlsbad – Tree Roots

The Board of Directors reviewed correspondence submitted by 41 Carlsbad regarding tree root concerns. The homeowner was in attendance at the meeting to discuss with the Board. Management was directed to inspect the patio and trees with the landscaper during the next property inspection.

ADMINISTRATIVE ACTIONS – continued

28 Breakers – Multiple Concerns

The Board of Directors reviewed correspondence submitted by 28 Breakers regarding a crack in the stucco of the pillar near the front door, paint request, crack repairs, balcony inspections and dog complaints. Management was directed to inform the owner that the stucco crack is cosmetic and will be repaired, the cracks where the stucco and concrete meet is also only cosmetic and will be filled with epoxy, and paint requests will need to wait until community wide paint project.

73 Coronado Cay – Escrow Questions

The Board of Directors reviewed correspondence submitted by 73 Coronado Cay requesting statements to be provided by the Association regarding deferred maintenance. The homeowner was in attendance to discuss with the Board. Management was directed to email the homeowner/lender and inform them that the 2 elements in question are part of regular maintenance and will be addressed as needed. Additionally, the internal piping of each unit was repiped and is still under warranty.

38 Carlsbad – Plumbing Ticking Sound

The Board of Directors reviewed correspondence submitted by 38 Carlsbad regarding plumbing ticking sound complaints. The Board reviewed all past correspondence from Repipe 1 and homeowner contractors. Management was directed to inform the owner to contact Triton Air to obtain a second opinion, as this seems to be an issue between the hydraulic system and the water heater.

100 Breakers – Shower Cartridge Repairs

The Board of Directors reviewed correspondence submitted by 100 Breakers regarding pending shower cartridge repairs. Management was directed to inform the owner that the shower cartridge repairs are owner responsibility. They can have the repairs completed and the association will replace the drywall that was opened up by association contractors.

Annual Calendar Review

The Board of Directors reviewed the Annual Calendar. Management to obtain a proposal for annual fire alarm maintenance outside of the 5-year certification.

NEXT MEETING

The next scheduled Board of Directors meeting will be held on Tuesday, February 13, 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 7:25 p.m.

ATTEST:

Signature

Date

Signature

Date