

**COSTA BRAVA AT RANCHO NIGUEL ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
April 19, 2021**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on April 19, 2021 via Zoom Teleconference.

ATTENDANCE

Directors Present

David Guerra	President
Daniel Hawkins	Vice President
Don Passehl	Secretary
Scott Baird	Treasurer
Cathie Brown	Director at Large

Directors Absent

None

Others Present

Lauren Swiderski 17 Homeowners	Managing Agent, Total Property Management, Inc.
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CALL TO ORDER

A quorum was present and President, David Guerra, called the General Session Meeting to order at 6:30 pm.

EXECUTIVE SESSION DISCLOSURE

An announcement was made indicating that the Board met in Executive Session on April 19, 2021 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 seventeen homeowners present during Open Forum to discuss paint color selection concerns, community communication and status of projects, disagreement of roof project being done before painting, audit status.

MINUTES

It was the general consent of the Board of Directors to approve the Minutes of the March 15, 2021 General Session Meeting and of the March 15, 2021 CC&R Restatement Meeting Adjournment.

FINANCIAL

Financial Status

It was the general consent of the Board of Directors to approve the March 31, 2021 Financials, subject to the year-end audit.

Recoding Discussion

Management discussed with the Board that the previous year's roof repairs were over budget by about \$50,000.00. As a result, monthly reserve transfers have been behind. Management recommended recoding \$50,000.00 of roof repairs from Operating to Reserves. It was the general consent of the Board of Directors to recode \$50,000.00 of roof repairs from Operating to Reserves.

Draft Audit

The Board of Directors reviewed the draft audit submitted by Inouye, Shively & Klatt. A motion was made, seconded and carried to approve the draft audit. Cathie Brown abstained from the vote.

PROPOSALS

Proposal – Accurate Termite

The Board of Directors reviewed a proposal submitted by Accurate Termite, to install bird spikes across the light and piping in the carport of 28495 La Serenata. It was the general consent of the Board of Directors to table the proposal. Management was directed to ask Three Phase Electric if they have any recommendations to resolve this issue.

Proposal – Andre Landscape

The Board of Directors reviewed proposals to remove a dying Palm tree near 28732 La Siena, submitted by Andre Landscape. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$525.00.

Proposals – Pool Palm Tree Treatment

The Board of Directors reviewed proposals submitted by Andre Landscape and Sea Crest Landscape for treatment of the Palms in the pool area. It was the general consent of the Board of Directors to table the proposals. Management was directed to obtain an additional bid.

Proposals – Planting Behind La Triana Garage

The Board of Directors reviewed proposals submitted by Sea Crest Landscape and Andre Landscape to replant the area behind the La Triana garages, after the Pine tree removal. Approval of the Pine tree removals of 3-2 has been recorded in previous meetings and still stands. However, it was the general consent of the Board of Directors to table these proposals. Management was directed to obtain a third arborist opinion on the Pine trees and their opinion on removals and root barriers as it applies to these trees.

Proposal – Van Dijk & Associates

It was the general consent of the Board of Directors to table discussion of the Van Dijk & Associates roof consulting proposal until the May Meeting.

Proposals – Roof Replacements

It was the general consent of the Board of Directors to table review/discussion of the roof replacement proposals until the May Meeting.

Correspondence – Western Pacific Construction Services

The Board of Directors reviewed correspondence submitted by Western Pacific Construction Services regarding repairs to the fire road, that could be completed for \$500.00. It was the general consent of the Board of Directors to table this discussion. Management was directed to verify what the scope of work is being proposed, as the repairs are quite extensive.

ADMINISTRATIVE ACTIONS

City of Laguna Niguel

The Board of Directors reviewed correspondence submitted by the City of Laguna Niguel Code Enforcement stating that the Association does not need City approval to move forward with Association tree removals.

ADMINISTRATIVE ACTIONS - continued

Andre Landscape – Tree Removals

The Board of Directors reviewed correspondence submitted by Andre Landscape regarding tree removal scheduling. Management was directed to advise Andre Landscape to proceed with slope removals and Palm removals only. Pine tree removals will be scheduled pending further Board discussion and replanting plan.

Rodent Research Study

It was the general consent of the Board of Directors to table discussion of the rodent research study.

Street Sweeping Complaints

The Board of Directors reviewed correspondence submitted by multiple homeowners regarding the street sweeping service. The Board of Directors voted to terminate services in Executive Session.

28801 El Adolfo – Extended Safelist

The Board of Directors reviewed correspondence submitted by 28801 El Adolfo requesting extended safelisting for their vehicles while they have floors replaced. It was the general consent of the Board of Directors to approve safelisting for one month.

Paint Color Concerns

The Board of Directors reviewed correspondence submitted by multiple homeowners regarding their concerns with the paint color selections chosen by the Paint Committee and Board of Directors. No action was required.

Annual Calendar Review & Discussion

The Board of Directors reviewed the Annual Calendar. No action was required.

NEXT MEETING

The next scheduled Board of Directors meeting will be held on Monday, May 17, 2021 at 6:30 p.m. via Zoom Teleconference.

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 9:45 p.m.

ATTEST:

Signature

Date

Signature

Date