

**COSTA BRAVA AT RANCHO NIGUEL ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
May 17, 2021**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on May 17, 2021 via Zoom.

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	Managing Agent, Total Property Management, Inc.
Tommy	Majority Rules
Maria Kao	Berding & Weil
Nils Van Dijk	Van Dijk & Associates
25 Homeowners	

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 May 17, 2021 to hold hearings for non-compliance issues, legal matters, delinquency matters, contractual and personnel issues as permitted by California Civil Code.

HOMEOWNER FORUM

Nils Van Dijk of Van Dijk & Associates and Maria Kao of Berding & Weil, were in attendance during Open Forum to address homeowner concerns of the roof replacement project and why it is important to move forward with project. There were twenty-five homeowners present during Open Forum to discuss a parking permit request, solar committee request, questions regarding the audit, rodent service complaint, mailbox break-in, requests for roofs to be done at a later time, concern of special assessments to complete projects.

MINUTES

It was the general consent of the Board of Directors to approve the Minutes of the April 19, 2021 General Session Meeting.

FINANCIAL

Financial Status

It was the general consent of the Board of Directors to approve the April 30, 2021 Financials, subject to the year-end audit.

FINANCIALS - continued

CD Maturity

It was the general consent of the Board of Directors to approve to purchase CDs for 3 month terms only for the following maturing CDs:

1. #1608 – in the amount of \$245,000.00, that matures May 19, 2021
2. #1609 – in the amount of \$130,049.70, that matures June 11, 2021
3. #1172 – in the amount of \$200,000.00, that matures June 16, 2021

Draft Reserve Study

The Board of Directors reviewed the draft reserve study submitted by McCaffery Reserve Consulting. It was the general consent of the Board of Directors to approve the reserve study.

PROPOSALS

Proposals – Aquatic Balance

The Board of Directors reviewed a proposal submitted by Aquatic Balance for heater maintenance. A motion was duly made, seconded and carried to approve the proposal, in the amount of \$170.00. Cathie Brown abstained from the vote.

The Board of Directors reviewed a proposal submitted by Aquatic Balance for preventative maintenance. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$475.38.

Proposal – Majority Rules

The Board of Directors reviewed a proposal submitted by Majority Rules for Inspector of Election Services. It was the general consent of the Board of Directors to approve the proposal.

Proposal – Doggie Station Replacement

The Board of Directors reviewed correspondence submitted by ProTec Building Services regarding the need for 4 doggie stations to be replaced and the cost using BMC hours of \$2,200.00 or if a formal proposal is needed, the cost of \$3,850.00. It was the general consent of the Board of Directors to table the proposal and provide the Board with the 4 locations.

Proposal – South County Plumbing

The Board of Directors reviewed a proposal submitted by South County Plumbing regarding the drain that was hydrojetted at 28731 La Triana and further recommendations to replace the broken drain pipe. It was the general consent of the Board of Directors to table the proposal and request additional proposals from Sea Crest Landscape and ProTec.

New Pricing – Three Phase Electric

The Board of Directors reviewed correspondence submitted by Three Phase Electric regarding new labor rates. Management was directed to obtain additional bids for monthly lighting service.

Proposals – Three Phase Electric

The Board of Directors reviewed a proposal to convert tiled address signs to illuminated address fixtures, replacement of incorrect sized address fixtures and convert remaining fixtures to LED, submitted by Three Phase Electric. It was the general consent of the Board of Directors to table the proposal. Management was directed to obtain additional proposals for other electrical or lighting companies.

PROPOSALS – continued

Proposal – Western Pacific Construction Services

The Board of Directors reviewed correspondence submitted by Western Pacific Construction Services regarding temporary trip hazard repairs to the fire and seal coat over area on La Siena where paint was spilled. A motion was duly made, seconded and passed to approve the proposal, in the amount of \$2,000.00. Cathie Brown voted against.

Proposals – Insurance Renewal

The Board of Directors reviewed proposals submitted by Prendiville Insurance and Brian Berg Insurance Services. It was the general consent of the Board of Directors to approve the proposal submitted by Prendiville Insurance, with a premium amount of \$34,236.00.

Proposals – Palm Tree Treatment

The Board of Directors reviewed proposals to treat the Palms in the pool area, submitted by Earthco Landscape, Sea Crest Landscape and Andre Landscape. It was the general consent of the Board of Directors, to approve the proposal submitted by Sea Crest Landscape, in the amount of \$315.00.

Proposals – Sea Crest Landscape

It was the general consent of the Board of Directors to table all planting proposals submitted by Sea Crest Landscape.

ADMINISTRATIVE ACTIONS

28632 Via Valdez

The Board of Directors reviewed correspondence submitted by the 28632 Via Valdez regarding a crack in the concrete walkway to the unit. A work order was sent to ProTec to inspect and provide their recommendations. No action was required.

28703 La Siena

The Board of Directors reviewed correspondence submitted by the 28703 La Siena regarding replanting the area between the stairs where the plumbing repair was made. It was the general consent of the Board of Directors to hold on all planting at this time.

24543 El Sorrento

The Board of Directors reviewed correspondence submitted by the 24543 El Sorrento regarding a replanting near the unit. It was the general consent of the Board of Directors to hold on all planting at this time.

28661 La Azteca

The Board of Directors reviewed correspondence submitted by the 28661 La Azteca regarding pest control service complaints and recommendation on replacing wood with Alumawood. No action was required.

28731 La Triana/28547 El Sorrento

The Board of Directors reviewed correspondence submitted by the 28731 La Triana and 28547 El Sorrento regarding paint color selection concerns. No action was required.

Annual Calendar Review & Discussion

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

COMMITTEES

Paint Committee Appointment

It was the general consent of the Board of Directors to appoint Aria Derisi, Joe Pawling, Maureen Crowley (La Azteca), Nancy Thee and Robbie Schwartz to the Paint Committee.

Paint Committee Update

Maureen Crowley (El Adolfo) provided an update on paint color selection. The Committee is requesting the Board to provide direction on if the shutters will be replaced with new pre-painted shutters or to paint the existing shutters; request to ask the paint contractors if there is a specific paint manufacturer that they prefer and hopes to provide new color scheme options before the June Board Meeting.

ARCHITECTURAL REQUESTS

24571 El Alicanta – The Board of Directors reviewed an Architectural Application for window replacement. It was the general consent of the Board of Directors to approve the application, and note that the new windows must have grids.

NEXT MEETING

The next scheduled Board of Directors meeting will be held on Monday, June 21, 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 9:15 p.m.

ATTEST:

Signature

Date

Signature

Date