

**COSTA BRAVA AT RANCHO NIGUEL ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
MAY 16, 2022**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on May 16, 2022 via Zoom.

ATTENDANCE

Directors Present

David Guerra	President
Scott Baird	Secretary
Aria Dehdari	Treasurer
Cindy Stratton-Pich	Member at Large

Directors Absent

Daniel Hawkins	Vice President
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Others Present

Lauren Swiderski	Managing Agent, Total Property Management, Inc.
12 Homeowners	

CALL TO ORDER

A quorum was present and President, David Guerra, called the General Session Meeting to order at 6:33 pm.

EXECUTIVE SESSION DISCLOSURE

An announcement was made indicating that the Board met in Executive Session on May 16, 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 12 homeowners in attendance to discuss request for costs of CC&R Restatement, Fireworks concerns, mailbox break-ins, mice infestation, disagreement with hiring a patrol guard for the 4th of July, question of what is covering roof vents, request for in person Annual Membership Meeting, request for 6-month budget review, disagreement for removal planter under stairs, damaged curb and stairway light by roofers, doggie stations need replacement.

MINUTES

It was the general consent of the Board of Directors to approve the Minutes of the April 18, 2022 General Session Meeting, as presented.

FINANCIAL

Financial Status

It was the general consent of the Board of Directors to approve the April 30, 2022 Financials, subject to the year-end audit.

CD Maturity

It was the general consent of the Board of Directors to renew the CD in the amount of \$204,894.49 that matures May 31, 2022 and the CD in the amount of \$245,000.00 that matures June 8, 2022, for 6 month terms.

PROPOSALS

Ratifications

It was the general consent of the Board of Directors to ratify approval of the following proposals:

1. EmpireWorks – Stucco Change Order - \$56,193.00
2. Aquatic Balance – Pool Light Replacement - \$524.24
3. Aquatic Balance – Spa Chlorinator Replacement - \$686.64
4. Aquatic Balance - Pool Chlorinator Replacement - \$686.64

Proposals – Insurance Renewal

The Board of Directors reviewed proposals for insurance renewal submitted by Armstrong, Robitallie & Riegler and Prendiville Insurance. It was the general consent of the Board of Directors to approve the proposal submitted by Prendiville Insurance, with a premium of \$44,178.00.

Proposal – BRS Roofing

The Board of Directors reviewed a proposal submitted by BRS Roofing regarding the option to purchase an extended warranty on labor for the roof, for an additional 10 years. It was the general consent of the Board of Directors to table the proposal until the next Board Meeting.

Proposal – Aquatic Balance

The Board of Directors reviewed the proposal submitted by Aquatic Balance for preventative maintenance. A motion was duly made and seconded to approve the proposal, in the amount of \$579.02. Aria Dehdari opposed. The motion carried 3-0.

Proposal – Patrol Masters

The Board of Directors reviewed a proposal submitted by Patrol Masters to have an onsite guard for the 4th of July. IA motion was duly made and seconded to approve the proposal, in the amount of \$600.00. Aria Dehdari opposed. The motion carried 3-0. Management was directed to inform the guard to be onsite from 2:00pm-10:00pm. The guard will need to check photo identification at the pool to ensure attendees are residents. Parking will be allowed on the entry side of La Montrosa until 10:00pm only. No parking allowed on the exit side of La Montrosa.

Proposal – Majority Rules

The Board of Directors reviewed a submitted by Majority Rules for Inspector of Election services. It was the general consent of the Board of Directors to table the proposal. Management was directed to obtain additional bids.

Proposal – EmpireWorks – Wrought Iron

The Board of Directors reviewed a proposal submitted by EmpireWorks for an additional wrought iron repair found at the pool fencing. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$375.00.

Proposal – EmpireWorks - Corbels

The Board of Directors reviewed correspondence submitted by EmpireWorks regarding the cost to replace corbels, dependent on the number being completed. It was the general consent of the Board of Directors to table the proposal. Management was directed to request EmpireWorks inspect all corbels in the community and provide the total number & cost for what is needed.

Proposal – EmpireWorks – Wrought Iron

The Board of Directors reviewed a change order submitted by EmpireWorks for additional wrought iron repairs at 28674-28738 La Siena It was the general consent of the Board of Directors to approve the proposal, in the amount of \$3,057.00.

PROPOSALS – continued

Proposal – EmpireWorks – Stucco Repair

The Board of Directors reviewed a proposal submitted by EmpireWorks to complete a stucco repair at the roofline of 28646 Via Valdez. A motion was duly made and seconded, to approve the proposal, in the amount not to exceed \$500.00. Aria Dehdari abstained. The motion carried 3-0.

Proposals – Fence Replacements

The Board of Directors reviewed proposals submitted by EmpireWorks & Country Estate Fence regarding wrought iron fence replacement at 28777 La Siena and 28727 La El Adolfo, with various options of vinyl, aluminum and wrought iron. It was the general consent of the Board of Directors to approve proposals submitted by Country Estate Fence to replace the wrought iron fences with vinyl fences & install new entry gates, 28777 La Siena in the amount of \$6,305.37 and 28727 El Adolfo in the amount of \$10,447.69.

Proposal – Sea Crest Landscape – El Alicante Tree Reduction

The Board of Directors reviewed proposals submitted by Sea Crest Landscape, California Arbor Care & Earthco Landscape for tree reduction on El Alicante. It was the general consent of the Board of Directors to table review of the proposals until the next Board meeting.

Proposal – Sea Crest Landscape – Drain Performance Inspection

The Board of Directors reviewed a proposal submitted by Sea Crest Landscape for drain performance inspection behind 28726 La Siena. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$450.00

Proposal – Sea Crest Landscape – Pine Tree Treatment

The Board of Directors reviewed a proposal submitted by Sea Crest Landscape to treat a declining Pine tree on La Siena. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$116.00.

Proposal – Sea Crest Landscape – Mulch

The Board of Directors reviewed a proposal submitted by Sea Crest Landscape to install mulch at the pool planter & La Triana planter, where the new drip line was installed. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$325.00.

Proposal – Sea Crest Landscape – Turf Overseed

The Board of Directors reviewed a proposal submitted by Sea Crest Landscape to overseed damaged turf areas. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$90.00.

Proposal – Sea Crest Landscape – Plum Tree Removal

The Board of Directors reviewed a proposal submitted by Sea Crest Landscape to remove the dead Plum tree at 28781 El Adolfo. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$135.00.

Proposal – Partners Plumbing

The Board of Directors reviewed correspondence submitted by Partners Plumbing regarding costs to repair the drinking fountain at the pool and costs to replace a ABS line and sewer cap replacement. It was the general consent of the Board of Directors to approve the ABS line repair & sewer cap replacement in the amount of \$250.00. However, Management was directed to request a proposal to replace the drinking fountain at the pool, rather than repair it.

ADMINISTRATIVE ACTIONS/REQUESTS

28661 La Azteca – The Board of Directors reviewed correspondence submitted by 28661 La Azteca with a request for reconsideration of the gutter project, reconsideration of the under stairs planter conversion project, request for a 6-month budget review and request for an In-Person Annual Membership Meeting. No action was taken at this time.

28783 El Adolfo – The Board of Directors reviewed correspondence submitted by 28783 El Adolfo regarding graffiti in the community. No action was required.

28811 El Adolfo – The Board of Directors reviewed correspondence submitted by 28811 El Adolfo requesting the electrical outlet in the detached garage be repaired. Management was directed to inform the homeowner that outlet repairs are homeowner responsibility.

24593 Via Alfredo – The Board of Directors reviewed correspondence submitted by 24593 Via Alfredo requesting the Association provide her with paint, to paint the homeowner built/maintained wall in her yard. Management was directed to provide her with the paint colors so they can purchase the paint themselves.

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, June 20, 2022 at 6:30 p.m. via Zoom.

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 8:51 p.m.

ATTEST:

Signature

Date

Signature

Date