

**CORONADO CAYS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
September 24, 2015
Grand Caribe Room
AGENDA**

2:00 p.m. REGULAR SESSION

Action Page

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. RECOGNITION OF GUESTS

IV. EXECUTIVE SESSION DISCLOSURE

V. HOMEOWNER INPUT (limited to 3 minutes per homeowner)

Homeowners shall have the opportunity to directly address the Board on any items of interest. Homeowner comments on items not on the agenda and within the jurisdiction of the Board are welcome, subject to reasonable time limitations for each speaker. If you wish to address the Board at this time, please state your name and address and reserve your comments to no more than three minutes so that others may be allowed to speak. No action will be taken.

Each item of business will be introduced by the President, public comment for that item will be opened, the public will have the opportunity to speak on that item, public comment for that item will then be closed, and no additional public comment will be allowed. At that time the Board will discuss the item and then take action.

VI. APPROVAL OF BOARD MINUTES

- | | | |
|---|---------------------|-------|
| A. Approval of regular meeting minutes for June 25, 2015 | <i>BOARD ACTION</i> | 19-21 |
| B. Approval of special board meeting minutes for August 20, 2015 | <i>BOARD ACTION</i> | 23 |
| C. Approval of organizational meeting minutes for September 1, 2015 | <i>BOARD ACTION</i> | 25-26 |

VII. CONTRACT CONSENT CALENDAR

BOARD ACTION

All items listed under this section are considered to be routine and will be acted upon with one motion. There will be no separate discussion of these items unless a member of the Board or the Association so requests, in which event, the item will be considered separately in its normal sequence. *A complete packet is available for review in the HOA office.

- A. Unfinished Business
1. Mardi Gras Village: Seawall Stabilization 27-28
Contract accepted with conditions at the September 1, 2015, board meeting.
Conditions: Subject to warranty information (attached) and owner notification
- B. New Business
1. Mardi Gras Village and Port Royale Villages: Paint the interior and the exterior of the clubhouse.
 - a. Three bids have been received in the amounts of \$9,000; \$8,000 and \$6,300. The reserve budget for the subject work is \$7,000. The Directors have chosen the lowest qualified bidder (ECO Painting - \$6,300).
 - b. Recommendation: Approve a contract with ECO Painting to paint the interior and exterior of the Mardi Gras/Port Royale clubhouse.
 2. Jamaica Village: Paint the exterior of the clubhouse.
 - a. Three bids have been received in the amounts of \$5,775; \$3,800 and \$3,150. The reserve budget for the subject work is \$5,500. The Director has chosen the lowest qualified bidder (Bailey Brothers Construction - \$3,150).
 - b. Recommendation: Approve a contract with Bailey Brothers To paint the exterior of the Jamaica club house.
 3. Mardi Gras Village: Continue to install 6 remaining street lights previously purchased.
 - a. Four bids have been received in the amounts of \$17,690; \$16,188; \$11,700 and \$11,400. The reserve budget for the subject work is \$45,000. The Director has chosen the lowest qualified bidder, same as last year (Patterson Brothers - \$11,400).
 - b. Recommendation: Approve a contract with Patterson Brothers to install 6 street lights.
 4. Montego Village: Resurface pool deck.
 - a. Three bids have been received in the amounts of \$18,625; \$16,563 and \$13,910. The reserve budget for the subject work is \$10,761. The pool deck resurface has been delayed for 2 years and needs to be completed this year despite incurring an overage in that reserve line item of \$3,149. The Director has chosen the lowest qualified bidder (Dynamic Concrete Coatings - \$13,910).
 - b. Recommendations: Approve a contract with Dynamic Coatings to resurface the Montego pool deck.

5. Antigua Village: Ceiling repair at 92 Antigua Ct.
 - a. Three bids have been received in the amounts of \$7,230; \$5,850 and \$5,743. The reserve budget for the subject work (roofing repair) is 0 but, there are ample reserves to cover this emergency expenditure. The Director has chosen the most cost effective bid (Bailey Brothers - \$5,850).
 - b. Recommendations: Approve a contract with Bailey Brothers to repair the ceiling at 92 Antigua Ct.
6. Trinidad Village: Clean Trinidad Village roofs.
 - a. Cleaning (high pressure washing) Village roofs improves the appearance of the Village and increases the longevity of the roofs. Three bids have been received in the amounts of \$55,650; \$25,000 and \$23,532. The Reserve Budget for the subject work is \$30,000. The Director has chosen the lowest qualified bidder, Busy Broom Pressure Washing - \$23,000.
 - b. Recommendation: Approve a contract with Busy Broom Pressure Washing to power wash Trinidad roofs.

VIII. PRESIDENT'S REPORT – Helen Kupka

IX. TREASURER'S REPORT – Jim Besikof

A. Treasurer's Report for August, 2015	<i>BOARD ACTION</i>	33
B. Approve August 18, 2015, Finance Committee meeting minutes	<i>BOARD ACTION</i>	35-37
C. Approve Fiscal Year 2014-2015 Audit	<i>BOARD ACTION</i>	39-56
D. Approve Resolution 15-07: Year-End Transfer, Fiscal Year 2014-2015	<i>BOARD ACTION</i>	57

IX. MANAGER'S REPORT – Nick Arther

A. Department Summary Reports		
1. Administrative Approval Summary		61
2. Code Compliance Report – Daniel Bick		63-64
3. Dock Master's Report – Daniel Bick		65-66
4. Landscape Manager's Report – Frank Zottolo		67
5. Maintenance Manager's Report – Steve DeVerna		69
6. G4S Site Supervisor, Willard Fontenot (Introduction)		
B. Gangway Liability		
C. Board Orientation Scheduled for October 29, 2015 MEMO		71
1. Epsten Grinnell & Howell Legal Symposium – November 20, 2015		72
D. Appoint Committee Chairs, Liaisons and Members MEMO	<i>BOARD ACTION</i>	73

X. COMMITTEE REPORTS

A. Appoint Committee Board Liaisons, Chairs and Members	<i>BOARD ACTION</i>	77-83
B. Architectural and Environmental Control Committee (AECC)		
1. Receive the July 16, 2015, AECC meeting minutes	<i>BOARD ACTION</i>	85-87
a. New Business		
i. 71 Montego Court, Miller Patio extension, 130 sq.ft.	<i>RECOMMENDS TO APPROVE WITH CONDITIONS</i>	
ii. 3 The Point, Call Demo of current house, rebuild. 7,081 total sq.ft.	<i>RECOMMENDS TO DENY</i>	
iii. 17 Blue Anchor Cay, Kupka Demo of current house, rebuild. 7,151 total sq.ft.	<i>RECOMMENDS TO APPROVE</i>	
iv. 1 Green Turtle Road, Perez Resume construction of partially built residence. 6,941 total sq.ft.	<i>RECOMMENDS TO APPROVE WITH CONDITIONS</i>	
2. Receive the September 17, 2015 AECC meeting minutes	<i>BOARD ACTION</i>	89-93
a. Old Business		
i. 3 The Point, Call Demo of current house, rebuild. 7,081 total sq.ft.	<i>RECOMMENDS TO DENY</i>	
ii. 3 & 5 Tunapuna Lane, Mado LLC Increase pool & spa size, add underground pool equipment room.	<i>RECOMMENDS TO APPROVE WITH CONDITIONS</i>	
b. New Business		
i. 42 Trinidad Bend, Cevallos/Saad Installing a fence to enclose the front entrance, add windows to two upstairs and one downstairs restroom, removal of decaying tree in front yard, and adding a door to the breakfast room.	<i>RECOMMENDS TO APPROVE WITH CONDITIONS</i>	
ii. 59 & 60 Kingston, Frazier/Weinstock Installing two air conditioning units on roof	<i>RECOMMENDS TO APPROVE WITH CONDITIONS</i>	
iii. 84 Trinidad Bend, Salcedo Install an 88 sq.ft. open terrace off the upstairs bedroom, add second floor.	<i>RECOMMENDS TO APPROVE</i>	

- iv. 97 Tunapuna Lane, DasMod LLC *RECOMMENDS CITY ACTION*
Replace kitchen window, remove window and doors, replace patio tile, replace backyard BBQ island, and add gas fire pit (work done previously without AEEC approval)
- v. 69 Trinidad Bend, Charvel *RECOMMENDS TO APPROVE*
Add a sliding glass door and replace existing sliding glass doors on north side. Replace rear window with sliding doors. Install Cantera tile around garage door frame. Add 6" Trex decking, grill area, and free standing spa to backyard.
- vi. 44 Admiralty Cross, Abramov *RECOMMENDS TO APPROVE*
Removal and replacement of entrance columns and arch. Install new exterior lights. Landscape As needed. Removal of plexi glass roof at entrance, and replace with redwood trellis. New tile To match existing.
- vii. 10 South Cays Court, Long *RECOMMENDS TO APPROVE WITH CONDITIONS*
Install rear deck with staircase for backyard access. Approx. 483 sq.ft.

- B. Aviation Noise and Pollution Committee – [Last meeting: Sept. 16, 2015] 95-98
- C. Cays Entrance, Ad Hoc Committee – [Last meeting: Sep. 16, 2015]
- D. Finance Committee – [Next meeting: Oct. 20, 2015]
- E. Grand Caribe Task Force – [Last meeting: Jun. 16, 2015]
- F. Insurance Committee – [Next meeting: TBD]
- G. Landscape Committee – [Last meeting: May 19, 2015]

XI. UNFINISHED BUSINESS

- A. Adopt Resolution 15-03 – Fire Pits in Antigua Village *BOARD ACTION* 101
- B. Adopt Resolution 15-04 – Parking in Front of Garages in Antigua Village *BOARD ACTION* 103
- C. Adopt Resolution 15-05 – Parking at the North end of Antigua Village *BOARD ACTION* 105

XII. NEW BUSINESS

- A. California State Lands Commission Lease Agreement (informational) MEMO *NO ACTION REQUIRED* 109
- B. Montego Village – Deferred Maintenance, Renovation MEMO 111-112
- C. Delinquent Accounts *BOARD ACTION* 11-12
 - 1. Approve lien on Acct. 5062.

XIII. CORRESPONDENCE

- A. Incoming
 - 1. Letter dated July 20, 2015, from City Manager Blair King – Re. Light shields for street lights 115
- B. Outgoing
 - 1. Letter dated July 10, 2015, to City Manager Blair King – Re. Light shields for street lights 117

IX. ANNOUNCEMENTS

- A. Next regular scheduled meeting is October 22, 2015 at 2:00 p.m. in the Grand Caribe Room.

X. ADJOURNMENT