

**CORONADO CAYS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
March 24, 2016
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, member comment for that item will be opened, the member will have the opportunity to speak on that item, member comment for that item will then be closed, and no additional member comment will be allowed. At that time the Board will discuss the item and then take action.

VI. APPROVAL OF MINUTES

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|--|---------------------------------------|-------|
| A. Approval of Board of Director meeting minutes for February 25, 2016 | <i>BOARD ACTION</i> | 7-10 |
| B. Architectural and Environmental Control Committee (AECC) – Gail Donahue, Board Liaison | | |
| 1. Receive the March 8, 2016, AECC meeting minutes | <i>BOARD ACTION</i> | 11-14 |
| a. Unfinished Business | | |
| i. 52 Trinidad Bend, Shaber..... | Recommends to Deny | |
| ii. 53 Spinnaker Way, Alemany | Recommends to Approve | |
| iii. 4 Half Moon Bend, Nott..... | Recommends to Approve with Conditions | |
| b. New Business | | |
| i. 30 Bridgetown Bend, Sadlier | Recommends to Approve | |
| ii. 8 Spinnaker Way, Grieder | Recommends to Approve | |
| iii. 10. St. Christopher's Lane, Boyle | Recommends to Approve | |
| iv. 31 Sandpiper Strand, Matson | Recommends to Deny | |
| v. 17 Delaport Way, Gentry | Recommends to Approve | |
| vi. 53 Spinnaker Way, Alemany | Recommends to Approve | |
| 2. Discussion Items | | |
| a. 36 Kingston Court Air Conditioning that was previously denies, has been approved administratively | | |
| b. AECC will deny any Kingston air conditioning requests that do not meet policy requirements. | | |
| c. The Board of Directors will rotate two AECC members off the Committee. | | |
| Condo villages need representation. | | |

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.

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| A. New Business | |
| 1. Jamaica Village Clubhouse Renovation | <i>BOARD ACTION</i> |
| Contractor: | Contract Budget : \$56,000 |
| 2. Antigua Village Emergency "Grand Canyon" | <i>BOARD ACTION</i> |
| Hire Nu Flow America, Inc. | |
| Funds to come from Reserves | Contract Total : \$93,225.00 |
| a. Phase 1: 101/102 Antigua Emergency | Contract Budget Balance for 2015-16 : \$31,625.00 |
| 43/44 Antigua Ct. | Use part of 2016-17 budget |
| b. Phase 2: 2 Antigua Units TBD | Contract Budget for 2016-17: \$61,600.0 |

VIII.	PRESIDENT’S REPORT – Helen Kupka		
IX.	TREASURER’S REPORT – Bob Shugert, Interim Treasurer		
	A. Treasurer’s Report for February, 2016 (<i>Handout</i>)	<i>BOARD ACTION</i>	
X.	MANAGER’S REPORT – Helen Kupka, Acting General Manager		21-34
	A. Contract Status		21-22
	B. Project Status		23
	C. Department Summary Reports		
	1. Administrative Approvals		25
	2. Code Enforcement Report		27
	3. Facilities Manager Report, Dan Bick		29-30
	4. Landscape Manager Report, Frank Zottolo		31
	5. Safety Report, Anthony Casey, G4S Site Supervisor		33-34
XI.	COMMITTEE REPORTS		
	A. Architectural and Environmental Control Committee (<i>See Item VI.B</i>)		
	B. Aviation Noise and Pollution Committee – Harold Nevin, Board Liaison	<i>[Last meeting: Jan. 12, 2016]</i>	
	C. Cays Entrance, Ad Hoc Committee – Helen Kupka, Board Liaison	<i>[Last meeting: Mar. 15, 2016]</i>	
	D. Finance Committee – Bob Shugert, Board Liaison	<i>[Last meeting: Jan. 19, 2016]</i>	
	E. Grand Caribe Task Force – Mike Durgin, Board Liaison	<i>[Last meeting: Jun. 16, 2015]</i>	
	F. Insurance Committee – Tom Clark, Board Liaison	<i>[Next meeting: TBD]</i>	
	G. Landscape Committee – Ed Reichert, Board Liaison	<i>[Last meeting: October 20, 2015]</i>	
XII.	UNFINISHED BUSINESS		
	A. CCHOA Purchasing Policy, status – Helen Kupka, President	<i>BOARD ACTION</i>	
	B. Increase General Manager’s approval limit for purchasing from \$5,000 to \$10,000 as recommended by the Finance Committee, October 20, 2016.	<i>BOARD ACTION</i>	41
	C. Formation of Seawall Committee	<i>BOARD ACTION</i>	
	D. AECC Committee Member Rotation		
XIII.	NEW BUSINESS		
	A. Tom Clark as Insurance Committee Chair	<i>BOARD ACTION</i>	
XIV.	CORRESPONDENCE:		
	A. Incoming		45-70
	i. Letter dated Mar. 1, 2016, Woods – Re. 4 Half Moon Bend AECC Application		45-55
	ii. Email dated Mar. 3, 2016, Williams – Re. Outsourcing Study		57
	iii. Letter dated Mar. 4, 2016, Lowenberg – Re. 4 Half Moon Bend AECC Application		59-64
	iv. Email dated Mar. 4, 2016, Uyesugi – Re. Outsourcing Study		65-66
	v. Letter dated Mar. 10, 2016, Boaz – Re. Outsourcing Study		67
	vi. Email dated Mar. 10, 2016, Morelli – Re. Outsourcing Study		69
XV.	ANNOUNCEMENTS		
	A. Next regular scheduled meeting is Thursday, April 28, 24, 2016 at 2:00 p.m. in the Grand Caribe Room.		
XVI.	ADJOURNMENT		