

**CORONADO CAYS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
January 27, 2022
Grand Caribe Room**

Meeting will be Conducted via Zoom Video-Teleconference
Homeowners May Contact the CCHOA Office at (619) 423-4353 for Access Instructions

AGENDA

2:00 p.m. REGULAR SESSION **REVIEW / DISCUSS / ACT UPON** Page

I. CALL TO ORDER:

II. RECOGNITION OF GUESTS:

III. EXECUTIVE SESSION DISCLOSURE:

An Executive Session was convened on January 27, 2022 to review violations, hold violation hearings, review delinquencies, and review personnel matters.

IV. HOMEOWNER INPUT: (limited to 3 minutes per homeowner)

Homeowners will have the opportunity to 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 can be taken for any item not on the agenda.

V. APPROVAL OF MINUTES:

- | | | |
|--|---------------|-------|
| A. Open Meeting Minutes for December 9, 2021 | ACTION | 65-68 |
| B. December 29, 2021 Emergency Vote - Port Master Plan Update Comments to Port | AFFIRM | 69-76 |
| C. January 14, 2022 Emergency Vote - Degradation of Parking Structure Notice to Montego Owners | AFFIRM | 77-87 |

VI. COMMITTEE REPORTS:

A. Architectural and Environmental Control Committee:

- | | | |
|---|--|-------|
| 1. RECEIVE AECC Meeting Minutes for December 14, 2021 | ACTION | 88-91 |
| 2. RECEIVE AECC Meeting Minutes for January 11, 2022 | ACTION | 92-95 |
| 3. New Business: | ACTION | |
| (a) <u>32 Catspaw Cape</u> | <i>Recommends to Approve as Submitted</i> | |
| Install two new bedrooms in the attic increasing the square footage 120 square feet. | | |
| (b) <u>55 Antigua Court</u> | <i>Recommends to Approve as Submitted</i> | |
| Enclose streetside patio increasing the square footage 80 square feet and install a sliding door. | | |
| (c) <u>55 Antigua Court</u> | <i>Recommends to Approve with Conditions</i> | |
| Install three new windows under entry wall overhang. Condition is that windows are fixed. | | |
| (d) <u>55 Port of Spain</u> | <i>Recommends to Approve as Submitted</i> | |
| Interior remodel increasing the square footage 350 square feet, remove and replace sliding doors, and add new skylights. | | |
| (e) <u>10 Buccaneer Way</u> | <i>Recommends to Approve as Submitted</i> | |
| Cover front balcony and front entry with hip roof, replace stucco and brick, new roof, new windows, open interior walls and move staircase increasing the square footage in the living room 180 square feet. Revised plan dated 12/20/2021. | | |
| (f) <u>6 Admiralty Cross</u> | <i>Recommends to Approve as Submitted</i> | |
| Interior remodel, a new roof, new exterior paint and front landing demo, all exterior hard-surface replacement, paint trellis, and install a mini-split air conditioning system. | | |
| (g) <u>5 Port of Spain</u> | <i>Recommends to Approve as Submitted</i> | |
| Expand breakfast area and enclose open space over kitchen for an office and bath increasing the square footage 446 square feet. Revised plan dated 12/16/2021. | | |
| (h) <u>9 Gingertree Lane</u> | <i>Recommends to Approve as Submitted</i> | |
| Install a pergola in the rear yard. Director Schibler recused himself due to spouse is the designer for the project. | | |
| (i) <u>8 Green Turtle Road</u> | <i>Recommends to Approve as Submitted</i> | |
| Expand the kitchen increasing the square footage 70 square feet. | | |

- (j) 7 Spinnaker Way *Recommends to Approve with Conditions*
Demo existing home and construct a new modern single-family residence with a roof top terrace. Condition is that the swimming pool must meet setbacks per Coronado Specific Plan Section 90.02.030.
 - (k) 43 Sandpiper Strand *Recommends to Approve as Submitted*
Install a new elevator increasing the square footage 35 square feet.
 - (l) 93 Antigua Court *Recommends to Approve as Submitted*
Interior remodel of a first floor condominium replacing cabinets, appliances, bath fixtures, mirrors, tile, interior doors, fireplace mantle and adding stone, new ceiling texture, add new wall to third room and partially remove wall in kitchen.
 - (m) 87 Tunapuna Lane *Recommends to Approve as Submitted*
Interior remodel to kitchen, new cabinets and countertops, open dividing wall between family room and kitchen while keeping structural beam in place. New water line for refrigerator.
 - (n) 29 Buccaneer Way *Recommends to Approve as Submitted*
Remove and replace existing floating dock like for like.
- B. Cays Entrance Ad Hoc Committee – Director Kim Tolles *UPDATE*
- C. Finance Committee – Treasurer Robert Rood *See Treasurer's Report*
- D. Grand Caribe Task Force – Director Kim Tolles
1. **RECEIVE** GCTF Meeting Minutes for November 10, 2021 *ACTION 96-97*
- E. Port Lease Renewal Committee – General Manager Henry Angelino *UPDATE*

VII. CONTRACT CONSENT CALENDAR: *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. Referred to Consent Calendar Memo.

- A. Trinidad/Kingston Village – Pool and Spa Replaster
 - 1. Budget: \$23,148
 - 2. Bids received from Gardner Pool for \$52,575, Blue Moon Pool for \$47,218, De Maria Pool for \$41,546, and Poolscape for \$41,705
 - 3. **APPROVE** to contract with Demaria for \$41,564
- B. Trinidad/Kingston Village – Pool Deck Resealing
 - 1. Budget: \$20,400
 - 2. Bids Received from CR9 for \$34,000, Stratton for \$9,900, M15 for \$21,200
 - 3. **APPROVE** to contract with Stratton for \$9,900
- C. Montego Clubhouse Furnace Replacement
 - 1. Budget: \$3,774 in 2024
 - 2. Bids Received from Action Air for \$2,540, Guthrie for \$6,450, Mauzy for \$7,590
 - 3. **APPROVE** to contract with Action Air for \$2,540
- D. Mardi Gras/Port Royale Clubhouse A/C Unit
 - 1. Budget: \$6,000
 - 2. Bids received from Action Air for \$3,460, Guthrie for \$6,450, Mauzy for \$7,590
 - 3. **APPROVE** to contract with Action Air for \$3,460
- E. Admin Complex A/C Damper Upgrades
 - 1. Budget: HVAC \$24,528 in three years
 - 2. Bids received from Action Air for \$11,283, Guthrie for \$15,528, Mauzy for \$31,912
 - 3. **APPROVE** to contract with Action Air for \$11,283

VIII. PRESIDENT'S REPORT: Dennis Thompson

IX. TREASURER'S REPORT: Robert Rood

- A. **APPROVE** the Treasurer's Report for November 2021, Pending Audit or Review *ACTION 98-99*
 - 1. Review Bank Reconciliation Summary, November 2021 *ACTION 100*
 - (a) CIT Bank – Operating Account, November 30, 2021
 - (b) Wells Fargo Advisors – Reserve Account, November 30, 2021
 - 2. **APPROVE** Expenses Over \$10,000 *ACTION 101*
 - 3. **APPROVE** Reserve Investment Summary *ACTION 102*
- B. **APPROVE** the Treasurer's Report for December 2021, Pending Audit or Review *ACTION 103-104*
 - 1. Review Bank Reconciliation Summary, December 2021 *ACTION 105*
 - (a) CIT Bank – Operating Account, December 31, 2021
 - (b) Wells Fargo Advisors – Reserve Account, December 31, 2021
 - 2. **APPROVE** Expenses Over \$10,000 *ACTION 106*
 - 3. **APPROVE** Reserve Investment Summary *ACTION 107*

- C. **RECEIVE** Finance Committee Meeting Minutes for October 19, 2021 ***ACTION** 108-111*
- D. 2022-2023 Reserve Study Assumptions ***ACTION** 112*

X. MANAGER’S REPORT: Henry Angelino

- A. Department Summary Reports
 - 1. Administrative Approvals, Renee Stavros *113-114*
 - 2. Code Enforcement, Renee Stavros *115-117*
 - 3. Facilities, Sergio Gonzalez *118-119*
 - 4. Landscape, Henry Angelino *120-121*
 - 5. Safety, Allied Universal Site Supervisor, Gene Rowell *122-124*
- B. Landscape Contract Renewal *UPDATE*
- C. Mid-Year Operating Budget Review *DISCUSSION 125-126*
- D. Reserve Project Status Report *DISCUSSION 127-131*
- E. Budget Calendar for FY2022-2023 *DISCUSSION 132*

XI. UNFINISHED BUSINESS:

- A. Resolution 21-06: CCHOA Director and Employee Use of Association Contractors Disclosure *UPDATE 133-134*
- B. Resolution 21-07: Prohibition on Overnight Stays on Boats *UPDATE 135-136*

XII. NEW BUSINESS:

- A. **APPOINT** Lynda Pippenger as Inspector of Elections for the Montego Village Special Vote ***ACTION***
- B. Montego Village Parking Garage Structure Special Ballot ***ACTION** 137*
- C. Resolution 22-01 Year-End Cash ***ACTION** 138*
- D. BVDI Request to Use CCHOA 5-Year Permit ***ACTION** 139-140*
- E. Delinquent Accounts

XIII. CORRESPONDENCE: None

XIV. ANNOUNCEMENTS:

- A. Next regularly scheduled meeting of the Board is February 24, 2022 at 2:00 pm.

XV. ADJOURNMENT: