

**CORONADO CAYS HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**December 15, 2022**

**Meeting will be conducted via teleconference.**

**Homeowners may email the CCHOA Office at [admin@cchoa.org](mailto:admin@cchoa.org) for teleconference access instructions.**

**OPEN AGENDA**

<b>2:00 pm</b>	<b>REGULAR SESSION</b>	<b>REVIEW / DISCUSS / ACT UPON</b>	<b>Page</b>
<b>I.</b>	<b>CALL TO ORDER</b>		
<b>II.</b>	<b>PLEDGE OF ALLEGIANCE</b>		
<b>III.</b>	<b>RECOGNITION OF GUESTS</b>		
<b>IV.</b>	<b>EXECUTIVE SESSION DISCLOSURE:</b> An Executive Session was convened on December 15, 2022 to review violations, hold violation hearings, review delinquencies, and review personnel matters.		
<b>V.</b>	<b>HOMEOWNER INPUT:</b> (limited to 3 minutes per homeowner) At this time, 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.		
<b>VI.</b>	<b>APPROVAL OF MINUTES:</b> A. Open Meeting Minutes for October 27, 2022	<b>ACTION</b>	30-33
<b>VII.</b>	<b>COMMITTEE REPORTS:</b> A. Architectural and Environmental Control Committee: 1. <b>RECEIVE AECC Meeting Minutes for November 8, 2022</b> (a) Old Business: i. <u>4 Sandpiper Strand</u> <span style="float:right"><i>Recommends to Approve as Submitted</i></span> Extension of time; Requesting an extension to finish construction. The Committee recommends to extend finish deadline to 04/30/23; first approved extension deadline 02/28/23, an additional two (2) months. ii. <u>93 Antigua Court</u> <span style="float:right"><i>Recommends to Approve as Submitted</i></span> Windows will be privacy glass and pop open from the bottom. (b) New Business: i. <u>48 Port Royale Road</u> <span style="float:right"><i>Recommends to Deny as Submitted</i></span> Unauthorized construction: replaced front door, front entrance stairs, garage door, installed concrete hardscape, a fire pit, a concrete spa pad in the rear yard and balcony deck, replacing side yard exterior stairs and new railing. Additionally, unapproved/unpermitted stairway was built in the garage to interior landing on second floor. ii. <u>3 Aruba Bend</u> <span style="float:right"><i>Recommends to Deny as Submitted</i></span> Install two (2) sunrooms to cover both second-floor balconies. iii. <u>17 Montego Court</u> <span style="float:right"><i>Recommends to Approve as Submitted</i></span> Proposing shower conversion to master bathroom. iv. <u>67 Kingston Court</u> <span style="float:right"><i>Recommends to Approve as Submitted</i></span> Window Replacement: Replace four (4) west facing patio windows with dual pane window sliders and new sills with drainage. Construction will consist of adding a new header for support and vertical posts after removing existing windows. All exterior finishes will match existing. v. <u>91 Catspaw Cape</u> <span style="float:right"><i>Recommends to Refer Back to BVAC Landscape</i></span> Landscape of Common Area: BVAC for further action.	<b>ACTION</b>	34-36

- |    |  |                               |               |              |
|----|--|-------------------------------|---------------|--------------|
| 2. | <b>RECEIVE</b> AECC Meeting Minutes for December 13, 2022  | <b>HANDOUT</b>                | <b>ACTION</b> |              |
|    | (a) Old Business:  |                               | <b>ACTION</b> | <b>LINKS</b> |
|    | i. 13 Antigua Court ( <i>Board Approved 2/28/22</i> )<br>(Work started 5/24/22) requesting extension of time to complete from 11/24/22 to 2/23/23.   |                               |               |              |
|    | (b) New Business   |                               | <b>ACTION</b> | <b>LINKS</b> |
|    | i. <u>13 Antigua Court</u><br>Unapproved Water Heater & Gas Line: Tankless water heater installed in trash enclosure.  |                               |               |              |
|    | ii. <u>15 Buccaneer Way</u><br>Two (2) Air Conditioning Units & Privacy Screening: Currently installed A/C units on the front entry walkway overhang, facing northeast to include horizontal wood privacy screening.   |                               |               |              |
|    | iii. <u>24 Bahama Bend</u><br>New Fence: Install white vinyl fencing in the front of the home six (6) feet in height.  |                               |               |              |
|    | iv. <u>42 Bahama Bend</u><br>Interior Remodel: Kitchen remodel, including dining room & powder room on the first floor, adding two (2) new windows, and replace additional windows. All repair work to exterior siding and wood beams will match exterior finishes and colors.   |                               |               |              |
|    | v. <u>43 Tunapuna Lane</u><br>Addition: New addition to a bayside condominium unit, increasing the square footage 170 square feet; 80 square feet to kitchen & 90 square feet to master bedroom. A new glass railing on the bayside balcony plus waterproofing surface, insulating walls & ceilings, new sliding doors, and roof modifications. All exterior finishes will match existing. This property previously received approval for a remodel where construction was not performed. Indemnity Agreement previously signed. |                               |               |              |
|    | vi. <u>66 Antigua Court</u><br>Unapproved Water Heater & Gas Line: Tankless water heater installed to the exterior wall of Unit 65 contrary to the approved interior location in the administrative request. Indemnity Agreement fees paid, if approved will notarize and record.  |                               |               |              |
|    | vii. <u>1 Green Turtle Rd</u><br>Glass Railing: New glass windbreak along seawall.   |                               |               |              |
|    | viii. <u>1 Green Turtle Rd</u><br>Remove & replace Gangway: Relocate 25 feet to the north.   |                               |               |              |
|    | ix. <u>67 Half Moon Bend</u><br>New Fence to replace existing fence.   |                               |               |              |
|    | C. Cays Entrance Ad Hoc Committee – Henry Angelino   |                               | <b>UPDATE</b> |              |
|    | D. Finance Committee – Treasurer Robert Rood   | <i>See Treasurer's Report</i> |               | <b>39-40</b> |
|    | E. Grand Caribe Task Force – Henry Angelino  |                               | <b>UPDATE</b> |              |
|    | 1. <b>RECEIVE</b> Grand Caribe Task Force Meeting Minutes for October 12, 2022   |                               | <b>ACTION</b> | <b>37-38</b> |

**VIII. 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 so requests, in which event, the item will be considered separately in its normal sequence.

- A. Maintenance Support Contract/Remediation
  - 1. Budget: Not Applicable. Establishing General Maintenance/Remediation Contract
  - 2. Bids received from Apex for \$15,800, Cal South for \$4,173, ATI for \$10,761. These are estimated charges per remediation and includes putback of drywall, texturing, and painting except for ATI. ATI does not provide putback services
  - 3. **APPROVE** to contract with Cal South for an estimated \$4,173 per remediation including putback
- B. BV/AV Clubhouse Parking Lot Asphalt Seal/Stripe
  - 1. Budget: \$6,640.
  - 2. Bids received from American Asphalt for \$4,442, Aztec Asphalt for \$6,790, and G. Scott for \$7,333
  - 3. **APPROVE** to contract with American Asphalt for \$4,442
- C. Montego Stairway Ipe Rail Refinishing
  - 1. Budget: \$30,000 in Maintenance Wages
  - 2. Bids received from Cal South for \$7,500, IDL for \$10,200, and Cal Paint for \$8,100
  - 3. **APPROVE** to contract with Cal South for \$7,500 based on previous contract lowest qualified bidder

- D. Jamaica Sound Wall Cap/Stucco Repairs
  - 1. Budget: \$10,000
  - 2. Bids received from IDL for \$11,500, M-15 for \$12,500, Cal South for \$10,000
  - 3. **APPROVE** to contract with Cal South for \$10,000

**IX. PRESIDENT’S REPORT:** Mark Crisson

**X. TREASURER’S REPORT:** Robert Rood

- A. **RECEIVE** the Treasurer’s Report for October 2022, Pending Audit or Review ***ACTION*** 39-40
  - 1. Review Bank Reconciliation Summary, October 2022 41
    - (a) CIT Bank – Operating Account, October 31, 2022
    - (b) Wells Fargo Advisors – Reserve Account, October 31, 2022
  - 2. **APPROVE** Expenses Over \$10,000 ***ACTION*** 42
  - 3. **APPROVE** Reserve Investment Summary and Disclosure ***ACTION*** 43-44

**XI. MANAGER’S REPORT:** Henry Angelino

- A. Department Summary Reports
  - 1. Administrative Approvals, Renee Stavros 45-46
  - 2. Code Enforcement, Renee Stavros 47-49
  - 3. Facilities, Sergio Gonzalez 50-51
  - 4. Landscape, Henry Angelino 52-53
  - 5. Safety, Allied Universal Site Supervisor, Gene Rowell 54-58

**XII. UNFINISHED BUSINESS:**

- A. Cottages at the Cays ***UPDATE***
- B. CC Wharfage Reimbursement ***UPDATE***

**XIII. NEW BUSINESS:**

- A. 2022-2023 Budget Preparation Calendar ***DISCUSSION*** 59
- B. Montego Carport Rebuild Conceptual Drawings/Advisory Vote ***DISCUSSION***
- C. Delinquent Accounts: Intent to Lien/Lien
  - 1. Account 227054: Lien Resolution ***ACTION***

**XIV. CORRESPONDENCE:**

- A. Incoming:
  - 1. Email from 66 Kingston Court dtd November 1, 2022 – Cottages at the Cays ***DISCUSSION*** 60
  - 2. Email from 33 Blue Anchor dtd November 29, 2022 – SunCoast Market Co-op ***DISCUSSION*** 61
  - 3. Email from 85 Half Moon Bend dtd December 2, 2022 – Cottages at the Cays ***DISCUSSION*** 62

**XV. ANNOUNCEMENTS:**

- A. Next Scheduled Open Meeting of the Board is January 26, 2023 at 2:00 pm

**XVI. ADJOURNMENT:**