

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

**March 28, 2024  
Grand Caribe Room**

**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 March 28, 2024 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 February 22, 2024	<b>ACTION</b>	46-50
	B. Special Open Meeting Minutes for March 7, 2024	<b>ACTION</b>	51-52
	C. Special Open Meeting Minutes for March 18, 2024	<b>ACTION</b>	53-54
<b>VII.</b>	<b>COMMITTEE REPORTS:</b>		
	A. Architectural and Environmental Control Committee:	<b>PROJECT LINKS</b>	
	1. <b>RECEIVE</b> AECC Meeting Minutes for March 12, 2024	<b>ACTION</b>	55-57
	(a) New Business: (All Indemnity Agreements are completed, and deposits collected. There are no outstanding balances on accounts)		
	i. <u>3 Kingston Court</u> – Extend Construction Deadline	<i>Recommends to Approve</i>	
	Approval expired on 12/05/23. Recommends to approve new finish date of 04/30/24.		
	ii. <u>25 Port Royale Rd</u> – Extend Construction Deadline	<i>Recommends to Approve</i>	
	Approval expired on 02/16/24. Recommends to approve new finish date of 03/30/24.		
	iii. <u>26 The Point</u> – Hardscape/Spa	<i>Recommends to Approve with Condition</i>	
	Proposing an in-ground spa with new gas and electrical lines. New patio, landscape, firepit, BBQ, driveway, and entryway. Conditions: 1) spa shall have a setback of five feet from rear and side yard, 2) establish location of the tie backs of the seawall prior to construction, and 3) height requirement for spa, BBQ, and fire pit is 42 inches.		
	iv. <u>91 Catspaw Cape</u> – Remodel	<i>Recommends to Approve</i>	
	Remove & replace beams in living room and eliminate two columns in the kitchen, remodel hall, relocate laundry, replace furnace and A/C unit, and new storage cabinets. New roof tiles will be lightweight concrete.		
	v. <u>22 Aruba Bend</u> – Demo Addition/Deck	<i>Recommends to Approve</i>	
	Proposal to remove an unapproved/unpermitted deck and enclosed living space underneath the deck. New owners made the request simultaneously with the HOA requesting the removal of the unapproved and unpermitted structure. Request for investigation submitted to the City.		
	B. Cays Entrance Ad Hoc Committee – Henry Angelino	<b>UPDATE</b>	
	C. Finance Committee – Robert Rood	<i>See Item X. Treasurer's Report</i>	
	D. Grand Caribe Task Force – Mark Crisson	<b>UPDATE</b>	
	1. <b>RECEIVE</b> Grand Caribe Task Force Meeting Minutes for February 14, 2024	<b>ACTION</b>	58-59

**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 requested by a member of the Board, in which event the item will be considered separately in its normal sequence.

- A. Kingston Village – Emergency Leak Repair – 82 KV Balcony
  - 1. Budget: \$5,000 remaining in Outside Contractors
  - 2. Sole source bid from M-15 for \$4,800 as an emergency repair similar to 26 KV balcony
  - 3. APPROVE to contract with M-15 for \$4,800
- B. Common – CCHOA Website Redesign
  - 1. Budget: \$21,000 Consultants Other
  - 2. Sole source bid from Caroff Communications for \$7,500 as a trusted vendor. Front Steps, current vendor incapable of providing desired design.
  - 3. APPROVE to contract with Caroff Communications for \$7,500

**IX. PRESIDENT’S REPORT: Mark Crisson****X. TREASURER’S REPORT: Bob Rood**

- A. RECEIVE the Treasurer’s Report for February 2024, Pending Audit or Review ***ACTION*** 60-61
  - 1. APPROVE Bank Reconciliation Summary, February 2024 ***ACTION*** 62
    - (a) CIT Bank – Operating Account, February 29, 2024
    - (b) Wells Fargo Advisors – Reserve Account, February 29, 2024
  - 2. APPROVE Expenses Over \$10,000 ***ACTION*** 63
  - 3. APPROVE Reserve Investment Summary and Disclosure ***ACTION*** 64
- B. RECEIVE Finance Committee Meeting Minutes for October 27, 2023 ***ACTION*** 65-67
- C. RECEIVE Finance Committee Meeting Minutes for January 23, 2024 ***ACTION*** 68-70

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

- A. Department Summary Reports
  - 1. Administrative Approvals, Renee Stavros 71
  - 2. Code Enforcement, Renee Stavros 72-74
  - 3. Landscape, Henry Angelino 75-76
  - 4. Maintenance, Sergio Gonzalez 77-78
  - 5. Safety, Allied Universal Site Supervisor, Gene Rowell 79-80
- B. Antigua Docks – Caulerpa Prolifera ***UPDATE*** 81

**XII. UNFINISHED BUSINESS: None**

- A. Adopt Resolution 24-01 Member Handbook Section 9.13 Review Fees ***ACTION*** 82-84
- B. Coronado Cays Park Master Plan ***DISCUSSION*** 85-90

**XIII. NEW BUSINESS:**

- A. 2024-2025 Draft Budget – Reserve/Operating
  - 1. Reserve Budget Matrix 91
  - 2. Reserve Contributions 92
  - 3. Reserve Spending Plan 93-103
  - 4. Operating Budget Compilation
  - 5. Operating Budget Matrix
  - 6. Assessment Fee History
- B. Resolution 24-02 Custom Finishes and Tile on Landings and Balconies 104-106
- C. Resolution 24-03 Year End Reconciliation FY 2021-2022 and 2022-2023 107
- D. Resolution 24-04 Year End Transfer FY 2021-2022 and 2022-2023 108
- E. Non-Profit Use of Clubhouses ***DISCUSSION***
- F. Delinquent Accounts: Intent to Lien/Lien:
  - 1. Account 227340 ***ACTION***
  - 2. Account 228016 ***ACTION***
  - 3. Account 253012 ***ACTION***
  - 4. Account 226806 ***ACTION***

**XIV. CORRESPONDENCE:**

- A. Email from 2 Antigua Court ref Polling Owners ***DISCUSSION*** 109
- B. Email and letter from 45, 46, 49, 50 Kingston Court ref Tree Removal ***DISCUSSION*** 110

**XV. ANNOUNCEMENTS:**

- A. April Open Meeting moved to May 2, 2024 at 2:00 pm
- B. May Open Meeting scheduled for May 30, 2024 at 2:00 pm
- C. 2024 Annual Meeting – August 29, 2024 Loews Coronado Bay Resort

**XVI. ADJOURNMENT**