

C.C.H.O.A.
505 Grand Caribe Cswy.
Coronado CA 92118



Office 619.423.4353
Fax 619.424.3923
www.cchoa.org

**HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
MEETING MINUTES
February 22, 2018**

I. CALL TO ORDER

- A. President Kevin Foley called the Coronado Cays Homeowners Association¹ Board of Directors meeting to order at 2:16 p.m. at 505 Grand Caribe Causeway, Coronado, CA, in the Grand Caribe room. A quorum was present.

II. ROLL CALL

- A. Board Members Present:
- | | | | |
|----------------|--------------------|--------------------|------------------------|
| President | Kevin Foley | Port Royale | 2017-2019 |
| Vice President | Mark Crisson | Blue Anchor Cay | 2017-2019 |
| Treasurer | Robert Rood | Mardi Gras Village | 2017-2019 |
| Secretary | Constance Bienfait | Green Turtle Cay | 2016-2018 |
| Director | Karen Farmer | Jamaica Village | 2017-2018 ² |
| Director | Dennis Thompson | Antigua Village | 2016-2018 |
| Director | Kim Tolles | Bahama Village | 2016-2018 |
| Director | Mary Youngman | Trinidad Village | 2016-2018 |
| Director | Michelle Junet | Kingston Village | 2017-2019 |
- B. Board Members Absent:
- | | | | |
|----------|--------------|-----------------|-----------|
| Director | Tim Lavachek | Montego Village | 2017-2019 |
|----------|--------------|-----------------|-----------|
- C. Others Present:
- | | |
|---------------|---|
| General Mngr. | Michael Bennett, CCAM®, CMCA®, AMS®, PCAM® |
| Legal Counsel | Jon Epsten, Epsten Grinnell & Howell APC |
| Staff | Mariana Coudurier, Administrative Assistant |
| Mtg. Recorder | Marian Prokop |

III. RECOGNITION OF GUESTS

IV. EXECUTIVE SESSION DISCLOSURE

- A. Executive session convened on February 22, 2018 to hold violation hearings and to discuss legal issues.
B. Board approved commencing non-judicial foreclosure of APN 615-092-62-00. The Board will review the status of the foreclosure action at the March Board meeting.
C. Board approved Small Claims action against account number 8134.

V. HOMEOWNER INPUT

- A. Homeowner forum was held from 2:17 p.m. to 2:26 p.m.

VI. APPROVAL OF MINUTES

- A. The draft minutes of the Board meeting of January 25, 2018 were distributed to the Board members for review. The reading of the minutes was waived.
B. **MSUC³ to: Approve** the Open session meeting minutes of January 25, 2018 as submitted.

¹ California Department of Corporations Entity number C0575078

² Director is filling a vacant seat

³ MSUC = Moved, Seconded, Unanimously Carried

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VII. COMMITTEE REPORTS

- A. Architectural and Environmental Control Committee (AECC) – J.D. Bud Webb, Chair
 - 1. Approval of Minutes
 - (a) **MSUC to: Receive** the AECC meeting minutes of February 13, 2018.
 - 2. 17 Delaport Way – Interior Remodel; add 35 sq. ft.
 - (a) **MSUC to: Approve** the architectural request for 17 Delaport Way, as recommended by the AECC, contingent on the homeowner executing an indemnity agreement prior to construction.
 - 3. 10 South Cays Court – Increase 2nd Floor Deck; Interior Remodel; Add 308 sq. ft.
 - (a) **MSUC to: Approve** the architectural request for 10 South Cays Court, as recommended by the AECC, contingent on the homeowner executing an indemnity agreement prior to construction.
 - 4. 72 Kingston Court – Replace Wood Railing And Tempered Glass
 - (a) **MSUC to: Approve** the architectural request for 72 Kingston Court, as recommended by the AECC, contingent on the homeowner executing an indemnity agreement prior to construction.
- B. Ad-Hoc Cays Entrance – Helen Kupka, Chair; Karen Farmer, Board Liaison
 - 1. **MSUC to: Receive** the Committee report.
- C. Finance Committee – Bob Rood, Chair and Board Liaison
 - 1. **MSUC to: Receive** the Finance Committee meeting minutes for January 16, 2018.
- D. Grand Caribe Task Force
 - 1. **MSUC to: Receive** the meeting minutes of February 14, 2017.

VIII. CONSENT CALENDAR

- B. Safety RFP Bidder Selection - Staff to select the top three candidates and schedule interviews.
- C. Cays Blvd Slump Block Wall Rehab – Bahama North Wall and Trinidad South Wall
 - 1. Dwayne Roy Snider Stucco & Plaster – Combined total \$31,500
- D. **MSUC to: Approve** the consent calendar as presented.

IX. TREASURER’S REPORT – Bob Rood

- A. Treasurer’s report for January 31, 2018 is attached to these minutes as an addendum.
 - 1. **MSUC to: Receive** the Treasurer’s report of January 31, 2018, pending audit or review.
- B. Antigua and Montego Villages Special Assessment Vote
 - 1. Ballot submission for the special assessment are due by March 8, 2018 at 2:00 p.m.
- C. Inspectors of Election - Ballot Counting
 - 1. **MSUC to: Approve** to appoint Connie Bienfait, Karen Farmer, and Michelle Junet as inspectors of election to count the ballots for the special assessment votes for Antigua and Montego Villages.

X. MANAGEMENT REPORT

- A. Department Summary Reports in Board packet for review.

XI. NEW BUSINESS

- A. Proposed Rule Change – Jamaica Village Boardwalk Gate Keys
 - 1. **MSUC to: Approve** to publish the proposed amendment to the CCHOA Handbook concerning the issuance of Jamaica Village Boardwalk Gate Keys for 30-day member comment.
- B. CCHOA 2018-2019 Fiscal Year Budget Meeting #2 (open to members)
 - 1. The Board will meet in a Special Open Session at 12 noon on March 8, 2018 in the Grand Caribe Room to discuss landscape contract options.
- C. Coronado Cays Yacht Club – Dock Location
 - 1. The Board, although not a party to any action, is collecting information about the project, but not taking any formal action to halt the dock installation.
- D. Lien
 - 1. **MSUC to: Approve** Pay or Lien Letter, and Lien on account 2174, if not paid by March 16, 2018.
 - 2. **MSUC to: Approve** a write off the balance on Account 3068 in the amount of \$5,906.82.

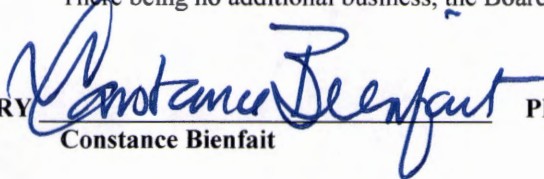
XII. ANNOUNCEMENTS

A. The next Board meeting is scheduled for March 22, 2018 at 2:00 p.m. in the Grand Caribe room.

XIII. ADJOURNMENT

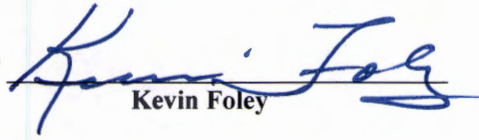
A. There being no additional business, the Board of Directors meeting was adjourned at 3:50 p.m. p.m.

SECRETARY



Constance Bienfait

PRESIDENT



Kevin Foley