

MONARCH BAY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS

JUNE 9, 2020

*****MINUTES*****

NOTICE Upon due notice given and received, the members of the Board of Directors for the Monarch Bay Association met on Tuesday, June 9, 2020 via Zoom teleconference due to the Health Mandates surrounding the COVID-19 Virus.

CALL TO ORDER The meeting was called to order at 7:48 P.M. by Board President, Mike Winterhalter.

ATTENDANCE

Present: Mike Winterhalter, President
 Marc Kazarian, Vice President
 Charlie McClung Jr., Secretary
 Leonard Kranser, Treasurer
 Peter Burke, Director
 Wayne Rayfield, Director
 Paul Sampedro, Director
 Len Shulman, Director

Absent: Dan Griesemer, Director

Management: Elizabeth Reed, CMCA, AMS
 Lisa Klasky, Community Liaison
 Keystone Pacific Property Management

MOTION TO ADOPT AGENDA AS PUBLISHED

The Board reviewed and approved the agenda as presented. Upon motion duly made and seconded:

Resolved: The Board adopted the agenda as presented. **8/0**

HOMEOWNER FORUM

The Pierogs were in attendance to obtain an update to the Hydrology Report and to listen to General Session discussion.

CONSENT CALENDAR

A "consent calendar" has been prepared to expedite the business decisions. One motion will approve all items on the consent calendar. **8/0**

A. Resolved: To approve the minutes from May 12, 2020 General Session meeting, as submitted.

B. Resolved: To ratify the actions and accept the Association Funds Transfer.

BUSINESS ISSUES

A. Treasurer's Report and April 30, 2020 Financial Statement

The Board reviewed the Treasurer's Report prepared by Director Kranser as well as May 31, 2020 financial reports. Director Kranser reviewed the financial projections and available funds based on current, unbudgeted projects. Director Kranser stressed the need for fiscal prudence in regard to the large costs of many current projects. Director Rayfield has suggested a strategic planning session to prioritize the projects and proposed costs. Upon motion duly made and seconded:

Resolved: To accept the June Treasurer's Report and the May 31, 2020 financial reports, as submitted. **8/0**

B. Special Projects Updates

Lisa, Paul and Mike provided updates on the PCH Wall Project, Entry Enhancement Project, Streets, Park Project, Hydrology, the Generator and SCWD projects. Upon motion duly made and seconded:

1. **PCH Wall Project** – Proposals for the landscape and irrigation of the PCH wall after installation were reviewed. Upon motion duly made and seconded:
Resolved: To approve the landscape and irrigation proposal from O'Connell Landscape, in the amount not to exceed \$180,000.00 with irrigation plans to be included. **8/0**
2. **Entry Enhancement Project** – Permits have been submitted to the City of Dana Point. Realistic time frame has the project beginning January 2021 and lasting 4-6 months. No Board action required.
3. **Park Project** – This project is to be put on hold. No Board action required.
4. **Streets Curbs and Gutters** – Work is complete except for upper Beach Club Drive which will be completed after the PCH Wall project is completed. No Board action required.
5. **Hydrology Study** – Study is in progress. No Board action required.
6. **Generator** – Director Rayfield has revised the bid requests, which have been split with the electrical and trenching work separated from the concrete work. No Board action required.
7. **Mall Landscape Maintenance Changes** – Bids have been obtained for the reduced scope of landscape maintenance for the Mall central areas. O'Connell Landscape has reduced their bid to \$3,900.00 (including irrigation system maintenance) and Park West has bid \$1,725.00 (without irrigation). Director Kranser has noted that the increased costs to the MBA for transferring responsibility for greenbelt maintenance could be about \$83,000.00 annually with the O'Connell bid. 2020/2021 Budget preparation will include Mall Assessments pending the outcome of the Ballot vote.

Resolved: To add the amendment of the CC&Rs, to include moving the Mall Maintenance of yards to the Mall owners and moving responsibility for the Mall greenbelt to the General Monarch Bay Association responsibility, to the September ballot for member 2/3 vote with an effective date of January 2, 2021 per the discussion with counsel in Executive Session. **8/0**

8. **Mid Gate Project** – On track to be completed by July 4th. Communication should emphasize the need for the RFID tags on vehicles/golf carts to go to Beach Club via mid gate. Renderings of mid-gate are being prepared to go out with the Bay Banter. No Board action required.
9. **Beach Club Drive Slope** – Lisa shared the map of which areas would receive changed landscaping. The pad at the top of the stairs to the Beach Club is being extended. Upon motion duly made and seconded:

Resolved: To ratify the mid-month approval to extend the concrete area at the top of the stairs, in the amount of \$4,285.00. **8/0**

Resolved: To approve the proposal for BCD slope renovation, from #32 to #343, not to exceed \$14,000.00. **7/1** (Len K against as an unbudgeted item)

C. 2020-2021 Reserve Study

Current study has the Association funded at 175.86%. Upon motion duly made and seconded:

Resolved: To approve the Reserve Study, as amended but not to add to the general reserves. **8/0**

D. Parking and Access to Beach Club Rules

This item has been pended.

E. 4th of July Planning

Planning is underway with the MacArthur's hosting the start of the parade. No Board action required.

F. Community and Vendor Updates

Director Rayfield discussed a proposal from the City of Dana Point to remove a grove of Eucalyptus trees near the Monarch Beach marker along PCH as they are determined to be a potential issue for public safety. The propose to replace the trees with alternate species. The Board was in favor of this proposal pending the response of the Homeowner on whose land the trees reside. Wayne, Len S and Marc are to review with the appropriate Homeowners.

During the Memorial Weekend, the Association hosted two Burger trucks for the community. Upon motion duly made and seconded:

Resolved: To ratify the approval of the costs for the In&Out and Fatburger trucks, in the amount of \$7,283.45. **8/0**

COMMITTEE REPORTS & ITEMS OF INTEREST

A. Architectural Committee

Five new projects are coming to the ACC and two demo's have occurred.

B. Tree Review Committee

No new updates to be shared.

C. Landscape Committee

The proposal to change the mulch within the dog run area was discussed. Upon motion duly made and seconded:

Resolved: To approve to change the dog run mulch, in the amount of \$3,300.00 to be expensed from MBA landscape extras. **8/0**

D. Emergency Plan Committee

The Emergency Committee communications and planning went into effect 6/5/20 during the protest marches, after a planning meeting held on 6/3/20. Additional guards from Pinkertons were hired to patrol the entry and Beach Club Dr. areas, in the amount of \$75.00 per hour. The extra guards were sent home early as no urgent issues seemed to stem from the marches. A resident is sending gift baskets to deputies.

E. Beach Club Advisory Committee

Nothing to report at this time.

F. Facilities/Maintenance Representative

Nothing new to add to the enclosed reports.

G. Access Gate Entry Representative

Nothing new to add to the enclosed reports.

H. Orientation/Welcome Representative

Director Rayfield commented on the crossover of the Welcome Committee and Emergency Preparedness Committee in gathering useful information from new residents. Linda Pierog is on both committees and will prepare a questionnaire after guidance, from association attorney Sandra Gottlieb, on privacy issues and what information can be requested, is reviewed.

I. Website Committee

The Website Committee continues to work on the preferred functionality and provide material for the website. Draft was sent to the Directors and comments should be forwarded to Director Kranser.

NEWSLETTER SUGGESTIONS

The following topics were suggested for the next Bay Banter: Emergency Team Tip, updates on Mid-gate RFID rendering and need for RFID tags, Slow Down! and parking issues within the association, 4th of July Event, Elections and Ballot Amendment.

ADJOURNMENT

There being no further business to come before the Board in General Session at this time, the Board adjourned the meeting at 9:28 P.M. The next regular session meeting of the Board of Directors will be held on Tuesday, July 14, 2020 either via teleconference or TBD.

ATTEST

Signature _____ DocuSigned by:
Charles Mellung Jr. Date 7/20/2020 | 11:17 AM PDT
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