

**CORONADO AT ALISO VIEJO HOMEOWNERS ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
JUNE 9, 2025**

**NOTICE OF MEETING**

Upon due notice given and received, a meeting of the Board of Directors was held on June 9, 2025, 2024, held at the Onsite Community Pool.

**ATTENDANCE**

**Directors Present**

Ray Scruggs	President
Erick Bryner	Vice President
Melissa Stevens	Secretary
Julie Isen	Member at Large

**Directors Absent**

Debbie Logan	Treasurer
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**Others Present**

Lauren Swiderski	Managing Agent, Total Property Management, Inc.
5 Homeowners	

**CALL TO ORDER**

A quorum was present and Management called the General Session Meeting to order at 6:25 pm.

**EXECUTIVE SESSION DISCLOSURE**

An announcement was made indicating that the Board met in Executive Session on June 9, 2025, to hold hearings for non-compliance issues, legal matters, delinquency matters, contractual and personnel issues as permitted by California Civil Code.

**HOMEOWNER FORUM**

There were 5 homeowners in attendance during Open Forum to discuss how to obtain a parking permit; dues increases and roof replacement.

**MINUTES**

A motion was made by Ray Scruggs and seconded by Julie Isen to approve the General Session Meeting Minutes from the Meeting held on April 14, 2025. Erick Bryner voted to approve. Melissa Stevens abstained. The motion carried 3-0-1.

A motion was made by Ray Scruggs and seconded by Julie Isen to approve the Organizational Meeting Minutes from the Meeting held on April 14, 2025. Erick Bryner voted to approve. Melissa Stevens abstained. The motion carried 3-0-1.

**FINANCIAL**

**Financial Statements**

It was the general consent of the Board of Directors to approve the Financial Statements for the period ending April 30, 2025 through May 31, 2025.

**PROPOSALS**

**Ratifications**

It was the general consent of the Board of Directors to ratify approvals of the following proposals:

1. MCC Construction – 22 Carlsbad interior repairs due to leaking skylight - \$2,985.00
2. Beach Cities Roofing – 2-24 Carlsbad roof replacement - \$133,708.00
3. Partners Plumbing – Men’s restroom urinal leak repairs - \$750.65

### **PROPOSALS – continued**

#### **Proposal – Beach Cities Roofing – Annual Roof Maintenance**

The Board of Directors reviewed a proposal submitted by Beach Cities Roofing for Annual Roof Maintenance. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$10,569.00.

#### **Proposal – Personal Touch Cleaning – Contract Increase**

The Board of Directors reviewed correspondence submitted by Personal Touch Cleaning regarding a contract rate increase. It was the general consent of the Board of Directors to approve the annual increase of \$158.15 beginning July 1, 2025.

#### **Proposal – Accurate Termite - Gophers**

The Board of Directors reviewed a proposal submitted by Accurate Termite for gopher treatment, as the gophers are back. It was the general consent of the Board of Directors to approve the proposal, for a first service cost of \$450.00 and monthly cost of \$225.00. Management was also directed to inform them that there is heavy rodent activity and action needs to be taken to resolve.

#### **Proposals – 43 Coronado Cay – Wood Repairs**

The Board of Directors reviewed proposals submitted by Humburg & Associates, Beach Cities Roofing and MCC Construction for wood repairs at 43 Coronado Cay. It was the general consent of the Board of Directors to approve the proposal submitted by Humburg & Associates, in the amount of \$1,097.00.

#### **Proposals – 31 Coronado Cay – Gate Repairs**

The Board of Directors reviewed proposals submitted by Humburg & Associates & MCC Construction for gate repairs at 31 Coronado Cay. It was the general consent of the Board of Directors to approve the proposal submitted by Humburg & Associates, in the amount of \$997.00.

#### **Proposals – 51 Coronado Cay – Gate Repairs**

The Board of Directors reviewed a proposal submitted by Humburg & Associates to only repair the gate, and a proposal submitted by MCC Construction to repair the gate and the block wall. Management was directed to request a cost from Humburg & Associates to repair the gate and the block wall and provide approval to whichever company is less expensive.

#### **Proposals – 107 Coronado Cay – Lifted Sidewalk**

The Board of Directors reviewed a proposal submitted by Humburg & Associates to grind the lifted sidewalk, and a proposal submitted by Concrete Hazard Solutions to replace the lifted sidewalk. Management was directed to request a cost from Humburg & Associates to replace the lifted sidewalk and provide approval to whichever company is less expensive.

#### **Proposals – Awning Replacement**

The Board of Directors reviewed proposals submitted by Above All Awnings, All American Awnings and US Awnings for community wide awning replacement. It was the general consent of the Board of Directors to table this project and re-review next year.

#### **Proposals – Tree Trimming**

The Board of Directors reviewed proposals submitted by California Arbor Care, Villa Park Landscape and Great Scott Tree Care. It was the general consent of the Board of Directors to approve the proposals submitted by California Arbor Care, Palm Tree Trimming in the amount of \$5,040.00 and Tree Trimming in the amount of \$7,075.00.

**ADMINISTRATIVE ACTIONS**

**OCFA – Inspection & Fees**

The Board of Directors reviewed correspondence submitted Management regarding an annual inspection that OCFA performs at the community. They have recently started charging for the inspection and the documentation provided the fee schedule. No action was required.

**19 Carlsbad – Garage Door Replacement Request**

The Board of Directors reviewed correspondence submitted by 19 Carlsbad requesting the Association replace the garage door due to appearance. Management was directed to send a work order to Overhead Door to have them inspect. Management was also directed to inform the homeowner that the door will only be replaced, if necessary, not due to cosmetic concerns.

**Annual Calendar Review**

The Board of Directors reviewed the Annual Calendar. No action was required.

**NEXT MEETING**

The next scheduled Board of Directors meeting will be held on Tuesday, August 11, 2025 at 6:30 p.m., to be held at Community Pool.

**ADJOURN**

There being no further business to come before the Board at this time, A MOTION WAS DULY MADE, SECONDED, AND UNANIMOUSLY CARRIED to adjourn the general session at 7:30 p.m.

ATTEST:

  
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Signature

  
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Signature

8/11/25  
\_\_\_\_\_  
Date

8/11/25  
\_\_\_\_\_  
Date