

**CORONADO AT ALISO VIEJO HOMEOWNERS ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
DECEMBER 15, 2025**

**NOTICE OF MEETING**

Upon due notice given and received, a meeting of the Board of Directors was held on December 15, 2025, held at the Garage of 49 Coronado Cay, Aliso Viejo, CA.

**ATTENDANCE**

**Directors Present**

|                 |                 |
|-----------------|-----------------|
| Erick Bryner    | Vice President  |
| Melissa Stevens | Secretary       |
| Debbie Logan    | Treasurer       |
| Julie Isen      | Member at Large |

**Directors Absent**

|             |           |
|-------------|-----------|
| Ray Scruggs | President |
|-------------|-----------|

**Others Present**

|                  |                                                 |
|------------------|-------------------------------------------------|
| Lauren Swiderski | Managing Agent, Total Property Management, Inc. |
| 1 Homeowner      |                                                 |

**CALL TO ORDER**

A quorum was present and Management called the General Session Meeting to order at 6:36 pm.

**EXECUTIVE SESSION DISCLOSURE**

An announcement was made indicating that the Board met in Executive Session on December 15, 2025, to hold hearings for non-compliance issues, legal matters, delinquency matters, and contractual and personnel issues as permitted by California Civil Code.

**HOMEOWNER FORUM**

There were no homeowners in attendance during Open Forum.

**MINUTES**

It was the general consent of the Board of Directors to approve the General Session Meeting Minutes from the Meeting held on October 13, 2025.

**FINANCIAL**

**Financial Statements**

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

**Lien/Foreclosures**

It was the general consent of the Board of Directors to approve Lien Authorizations for the following:

1. APN #937-987-23
2. APN #937-987-03
3. APN #937-989-37

## **PROPOSALS**

### **Ratifications**

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

1. Association Reserves – Loyalty Plan – Onsite Reserve Study - \$850.00
2. Best Pool Service – spa actuator replacement - \$491.00
3. Best Pool Service – spa timer replacement - \$370.00
4. OCV Insurance Services – 2026 Insurance Policy - \$78,349.00
5. Pilot Painting – 72 Carlsbad change order - \$5,200.00
6. Beach Cities Roofing – 1-23 Carlsbad roof replacement - \$133,708.00+
7. Beach Cities Roofing – 83-101 Carlsbad roof replacement - \$133,708+

### **Proposal – Accurate Termite – Annual Termite Inspection**

The Board of Directors reviewed a proposal submitted by Accurate Termite for the annual termite inspection. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$14,475.00.

### **Proposal – Alan Smith Pools – Spa Revive & Shine**

The Board of Directors reviewed a proposal submitted by Alan Smith Pools to provide revive and shine service to the spa. It was the general consent of the Board of Directors to approve the proposal, in the amount of \$2,450.00.

### **Proposal – Partners Plumbing – Storm Drain Cleaning**

The Board of Directors reviewed a proposal submitted by Partners Plumbing for storm drain cleaning throughout the community. Management was directed to get clarification on how many baskets there are and why access to manholes is needed. It was the general consent of the Board of Directors to approve the proposal pending clarification, in the amount of \$1,357.75.

### **Proposals – Concrete Repairs – 111 Coronado Cay**

The Board of Directors reviewed proposals submitted by Concrete Hazard Solutions, MCC Construction and Humburg & Associates for sidewalk replacement near 111 Coronado Cay. It was the general consent of the Board of Directors to approve the proposal submitted by Humburg & Associates, in the amount of \$1,127.00.

### **Proposals – Concrete Repairs – 96 Carlsbad**

The Board of Directors reviewed proposals submitted by Concrete Hazard Solutions, MCC Construction and Humburg & Associates for sidewalk repairs near 96 Carlsbad. It was the general consent of the Board of Directors to approve the proposal submitted by Humburg & Associates, in the amount of \$4,887.00.

### **Proposal – Concrete Hazard Solutions – Concrete Grinding**

The Board of Directors reviewed a proposal submitted by Concrete Hazard Solutions for concrete grinding near 60 Carlsbad & 37 Coronado. Management was directed to obtain a price from Humburg & Associates to perform the concrete grindings and provide approval if less than \$785.00.

## **ADMINISTRATIVE ACTIONS**

### **Archived Records**

It was the general consent of the Board of Directors to approve to destroy 2 boxes that are aging over 7 years, at a one-time cost of \$50.00. Leaving 21 boxes to be stored at a monthly cost of \$157.50.

**ADMINISTRATIVE ACTIONS – continued**

**Parking Permit Renewal Discussion**

It was the general consent of the Board of Directors to table the parking permit renewal discussion until the next Board Meeting.

**Accurate Termite – Rodent Activity**

The Board of Directors reviewed correspondence submitted by Accurate Termite in response to complaints about heavy rodent activity. Accurate Termite notes that there is heavy tree squirrel activity in the community, which contributes to the rodents. Unfortunately, tree squirrels are protected. Accurate Termite will continue to fill bait stations and monitor as needed. No action was required.

**Accurate Termite – Gopher Activity**

The Board of Directors reviewed correspondence submitted by Accurate Termite regarding no/low gopher activity. Management was directed to request gopher treatment to be changed from monthly service to bimonthly service.

**113 Breakers – Lighting Request**

The Board of Directors reviewed correspondence submitted by 113 Breakers requesting additional lighting near the unit, as the walkway is very dark. It was the general consent of the Board of Directors to table this discussion, pending recommendations to be provided by DLE Lighting & Electric.

**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 Monday, February 16, 2026 at 6:30 p.m., to be held at the garage of 49 Coronado Cay.

**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 7:15 p.m.

ATTEST:

Signature

Signature

Date

Date

2/17/26  
2/17/26