

**Coronado Shores Condominium Association #8 – El Encanto**  
**Meeting of the Board of Directors**  
**APPROVED MINUTES**  
**January 19, 2018**

The Meeting of the Board was called to order at 9:30 am in the Manager's office.

Directors Present: Brent Yoder, Sharon Lapid and Richard Ramsey. Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter and two homeowners (Elain Marcus Unit 802 and Beach Club Representative and Don Bushell Unit 501).

**Minutes of previous meeting:** MOTION by Richard Ramsey, 2<sup>nd</sup> by Sharon Lapid to approve the minutes of the December 20, 2017 Board of Director's meeting. APPROVED by a 4-0 vote.

**Financial Report:** The non-audited 2017 financial reports were reviewed by our Treasurer Richard Ramsey and provided by the Manager. The Operating Account ended up \$6,445 positive to budget. Overall revenue was \$3,471 positive to budget. For expense categories, ADMIN expenses were \$1,543 over budget, BUILDING expenses were \$31,595 over budget, COMPLEX (L&R) expenses were \$14,827 under budget, PAYROLL expenses were \$30,083 under budget, our RESERVE contribution was at budget and UTILITY expenses were \$7,606 over budget.

The Reserve Account report for December 2017 was also provided. The Reserve Fund balance as of January 3, 2018 was \$631,701. Final expenses for 2017 include elevator repairs (\$25,115), heat pump boiler repairs (\$3,701), building spall repairs (\$41,845), pumps and motors (\$3,931), renovation designer fees (\$10,000), L&R tennis court repairs (\$7,569) and L&R Lagoon design fees (\$1,990). We have \$327,080 in cash in our Reserve account and two CDs totaling \$304,621.

The Manager asked the Board to approve AM Owens CPA to perform our annual audit and Federal and State tax returns. MOTION by Richard Ramsey to engage AM Owens CPA to perform our audit of 2017. 2<sup>nd</sup> by Brent Yoder. VOTE 4-0 in favor, the motion passes.

### **Building Maintenance and Repair Report**

The Manager reported the building population (units occupied) to be 81 for January.

We experienced one emergency; the fire in Unit 307 and one water leak (a leaking shower drain) since our last meeting.

Staff responded to resident work requests, normal equipment preventative maintenance activities and unit remodel support. We are still waiting for the delivery of 12 new cement steps to complete this east side stairs project.

Contractor projects include Donate Construction filling the smaller holes in our travertine stone in our hallways. The Board asked the Manger to get a written commitment from Donate Construction on a completion date.

A new annual project list for 2018 will be provided at our February meeting.

There was no L&R violation since our last meeting. We had two El Encanto violations since our last meeting, one for parking in the wrong parking space and one for non-approved items in the parking space. Both residents were spoken to and have complied.

Building remodels were discussed as we have 2 in progress now and 3 more to start soon. The Board asked the Manager to speak with our elevator maintenance company to find out what happens when the load in an elevator nears its limit.

There was also a discussion of the three units that were damaged by the water coming from the fire sprinkler where the fire was. All three units will need to have walls replaced, flooring replaced and other construction activity common to a remodel. In the past the Manager, with the Board's support, has waived construction and elevator use fees (\$1750) for units damaged through water leaks (drain pipes or sprinkler water). The Board discussed this and some of the Director's felt the Association should charge these fees. The Board directed the Manager to speak with our insurance provider to see if fees such as ours would typically be covered under a property policy claim.

### **Committee Reports**

President Brent Yoder noted there is a push by the L&R General Manager to have the buildings consider moving to a Master Association vs the current 10 Association and a Landscape and Recreation Committee. Brent asked the Board to think about this for a discussion at our next meeting.

L&R Sharon Lapid reported the Committee's new Chair is Oliver McGonigle from La Sierra. There are now 3 Lagoon concepts that have been approved by L&R for release to the owners. A Town hall meeting is planned for Jan. 25<sup>th</sup> at 4 pm in the Roeder. Design and cost information is on our website.

Facilities Sharon Lapid reported the El Camino pool is being re-plastered and decking work is being done at this time. It has been determined that we have potential trip hazards throughout the campus and 150 specific hazards will be fixed. 4 ADA required curb cuts will be made around campus. L&R and Enforcement Committee will split the cost of this work.

Landscape Brent Yoder reported they have come up with a few replacement landscape elements for the El Camino pool area where the tree was removed last year.

Beach Club Elaine Marcus reported they currently do not have a Committee Chair and the L&R General Manager led the meeting. She reported that bands/performers at the Beach Club now must carry liability insurance. Also Friday night dances are losing money and therefore the sub-committee has recommended a \$5 cover charge to offset the loss.

Health Club No report.

Recreation Sharon Lapid reports this Saturday is the Pain and Aging presentation. A shredding event is planned for February 5<sup>th</sup>. Flyers will be sent out soon.

Insurance No report.

Enforcement No report.

Community Alliance No report.

El Encanto Design Committee Sharon Lapid reported that this sub-committee has met with both Designers and reviewed their designs. The Committee's recommendation is the Girton Interior Design. Sharon reviewed both designs with the Board. MOTION by Sharon Lapid, 2<sup>nd</sup> by Richard Ramsey to accept the recommendation of the El Encanto Design Committee that Girton Interior Design be our designer if any building common area renovation is approved. Vote 4-0, the motion passes.

### **Unfinished Business**

There was no Unfinished Business.

### **New Business**

The Board discussed the possibility of creating a new Building Directory (name, address, email address and phone number). The last one we published was in 2011. The Manager was asked to send out a notice to all owners requesting their permission to be listed in an upcoming directory.

The Board discussed the Reserve Study, our percent funded (how much cash we have compared to the total amount of all reserve items) and our current annual contribution. The debate centers around increasing monthly dues to save more money in our Reserve account vs. special assessing when a major component needs replacing. The Manager polled the other buildings on campus and 4 responded: the current reserve fund balances range from \$ 397,643 to \$850,000. The annual contributions range from \$ 169,000 to \$280,000 (which is our annual contribution). Percent funded range from 10% to 23% (we are at 17%). The Board decided to review this again during our 2019 budget preparation meeting this upcoming August.

### **Homeowner Comments:**

Don Bushell, Unit 501, complained about 2<sup>nd</sup> hand smoke, the parking spaces not being well monitored for violations, stone repair work in the hallways being slow, building projects being slow and the need to have units damaged by water pay the normal remodel construction and elevator use fees.

Unit 1405 asked for permission to add a 3<sup>rd</sup> bathroom as was provided to 605 and 1105. MOTION by Richard Ramsey, 2<sup>nd</sup> by Sharon Lapid to allow the 3<sup>rd</sup> bathroom if the independent plumber's analysis confirms there is adequate drainage. Vote 4-0 in favor, the motion passes.

The next Board of Directors meeting will be on Wednesday February 28<sup>th</sup> at 9:30 am in the Manager's office.

There being no further business, the meeting was adjourned at 11:45 AM.

**Executive Meeting of the Board of Directors**  
**DRAFT MINUTES**  
**January 19, 2018**

The Executive Meeting of the Board was called to order at 11:45 am in the Manager's office.

Directors Present: Brent Yoder, Sharon Lapid, and Richard Ramsey. Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter.

Potential legal matters were discussed. No action was taken.

Sharon reported an employee matter in the L&R Office. No action taken by this Board.

There being no further business, the meeting was adjourned at 11:55 AM.