

Coronado Shores Condominium Association #8 – El Encanto
Meeting of the Board of Directors
APPROVED MINUTES
February 17, 2017

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

Directors Present: Sharon Lapid, Brent Yoder and Richard Ramsey. Brian Shook and Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter and one homeowner (Bruce Mackie Unit 207).

Minutes of previous meeting: MOTION by Richard Ramsey, 2nd by Brent Yoder to approve the minutes of the January 20, 2017 Board of Director's meeting. APPROVED by a 5-0 vote.

Financial Report: The January 2017 financial reports were reviewed by our Treasurer Richard Ramsey and provided by the Manager. The Operating Account was \$20,417 positive to budget for the month. For expense categories, ADMIN expenses were \$642 over budget, BUILDING expenses were \$2,455 under budget, COMPLEX (L&R) expenses were \$1,550 under budget, PAYROLL expenses were \$2,225 under budget, our RESERVE contribution was at budget and UTILITY expenses were \$1,086 over budget.

The Reserve Account report for January 2017 was also provided. The Reserve Fund balance for Jan. 31, 2017 was \$468,120. Anticipated expenses for 2017 include elevator repairs (\$35,000), various motors and pumps (\$2,000), exterior building spall repairs (\$20,000), Fire engine & pump (\$70,000) and other possible items (\$20,000).

The Manager provided a quote to have our annual audit and tax form preparation performed by A. M. Owens & Co. CPA for \$2,590. Our governing documents require that we have an annual audit. MOTION to award the financial 2016 audit to A.M. Owens & Co. CPA by Richard Ramsey. 2nd by Lisa Portnoff. VOTE 5-0 in favor, the motion passed.

Building Maintenance and Repair Report

The Manager reported the building population (units occupied) to be 76 for February.

We experienced no emergencies since our last meeting. We did have one plumbing leak during the storm on Jan. 27th; a roof drain that leaked at our Lobby ceiling. Staff has not yet determined its exact location.

Staff responded to 7 resident work requests, replaced a sensor in our #1 fire pump controller, adjusted or replaced Unit door brushes on 6 floors and primed & painted the 9 laundry vent housings on the roof.

After reviewing costs for a complete elevator modernization project, it was decided to continue with the elevator counter-weights retrofitted to add weight. MOTION by Richard Ramsey and 2nd by Brent Yoder to start this project as discussed. VOTE 5-0 in favor, the Manager will contact the vendor to begin the work as soon as possible.

Our Unit remodel season is underway. We currently have two unit completed: 1606 and 1604; two in work: 309 and 1105.

We had no violations of Building rules

The Manager was asked to provide updates to building projects in the monthly Newsletters, specifically that the replacement of broken or cracked hallway tiles will be delayed until the El Encanto Design Group considers potential hallway improvements.

The Manager was also asked to improve the building work order process by including feedback to owners. This will let owners know if the work was done or delayed and to provide pertinent details.

Committee Reports

L&R Sharon Lapid reports the L&R Office was flooded during a recent storm and there was lots of damage to the carpets, drywall, and some equipment. The damage is covered by our insurance. They will install community bulletin boards at the Office.

Facilities Sharon Lapid reported that Robert Clinton has joined this Committee. Last month it was reported that our lagoon was leaking water and we are no longer filling it. After consulting with vendors it appears there are no repair options so it must be re-built. The Committee will be seeking designs and costs estimates for review and approval. Work continues on tennis courts 7 & 8. They are also getting security camera bids.

Landscape Brent Yoder reported the Beach Club pool area re-planting effort is almost complete. Landscape work around El Encanto by Vitale Landscaping will be done in the next month or so.

Beach Club Sharon Lapid reported a new point-of-sale system has yet to be decided upon. They are also looking at a new PA system.

Recreation Sharon Lapid reported there is a new sub-group, Joint Shores Boosters, that is looking at both the Roeder Pavilion and the Beach Club to coordinate activities suitable for both locations in an effort to maximize their use. To help promote activities, the Building Managers will be asked to send email blasts their owners on certain events.

Insurance Sharon Lapid reported that this Committee will meet on March 14th to select the new workers compensation policy provider.

Enforcement Sharon Lapid noted this committee meets next on Friday April 28th.

Community Alliance Sharon Lapid noted this Committee met with Coronado Mayor Richard Bailey recently with the goal of building a positive relationship with the City.

El Encanto Design Committee Sharon Lapid has formed a committee to assist the Manager with common area replacement projects and overall future renovation needs. The committee will be interviewing three designers over the next month to assist them in future common area designs.

Unfinished Business

Building package control procedures and policies. Sharon Lapid and the Manager will evaluate other locations for package storage and to further review the process and make recommendations at the next Board meeting.

Remodel Rules review. The Board reviewed complaints last month regarding smells from using oil based paint and varnish. The Manager provided information that shows most paints for indoor use are very safe. Some buildings do have specific rules on hallway venting and the Board may consider adding these rules at a later date. The Manager was asked to provide specific potential rule language at our next meeting.

New Business

There was no new business.

Homeowner Comments:

Unit 501 sent a letter to Sharon Lapid describing many outstanding maintenance issues. The Board asked the Manager to respond to this letter and provide a full list of deferred maintenance items along with their estimated cost and timeline.

Unit 207 complained that many people are using grocery and luggage carts and not returning them to the garages. The Manager was asked to post notices to remind residents to return carts once they are done with them.

The next Board of Directors meeting will be Friday, March 17, 2017 at 9:30 am.

There being no further business, the meeting was adjourned at 11:04 AM.

**Coronado Shores Condominium Association #8 – El Encanto
Executive Meeting of the Board of Directors
DRAFT MINUTES
February 17, 2017**

The Executive Meeting of the Board was called to order at 11:05 am in the Manager's office.

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

An owner is currently past 90 days on their HOA dues. The Board approved a motion by a 4-0 vote to instruct our attorney to proceed with the filing of a lien on the property in question and to proceed with the collection of rents following the collection guidelines provided in our governing documents.

There being no further business, the executive meeting was adjourned at 11:10 AM.