

Coronado Shores Condominium Association #8 – El Encanto
Meeting of the Board of Directors
APPROVED MINUTES
April 27, 2018

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

Directors Present: Brent Yoder, Richard Ramsey and Sharon Lapid. Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter and four homeowner (Don and Maribah Bushell Unit 501, Lew and Trudy Wells Unit 1001).

Minutes of previous meeting: **MOTION** by Sharon Lapid, 2nd by Richard Ramsey to approve the minutes of the March 16, 2018 Board of Director's meeting. **APPROVED** by a 4-0 vote.

Financial Report: The financial reports for March 2018 were reviewed by our Treasurer Richard Ramsey and provided by the Manager. The Operating Account was \$16,259 positive to budget through March of this year. This was primary due to expenses we thought we would have paid by now getting pushed off to a later date. Revenue was \$2,689 positive to budget. For expense categories, ADMIN expenses were \$1,467 under budget, BUILDING expenses were \$5,033 under budget as we have yet to get our Lobby stone floors polished, COMPLEX (L&R) expenses were \$2,621 under budget as we have made no insurance claims, PAYROLL expenses were \$1,748 over budget due to a payroll tax adjustment from a prior period, our RESERVE contribution was at budget and UTILITY expenses were \$4,201 under budget due to a very mild winter.

The Reserve Account report for March 2018 was also provided. The Reserve Fund balance as of April 25, 2018 was \$701,979. We had no expenses yet in 2018. Planned expenses for 2018 include replacement of one of our fire sprinkler water pumps and motors (\$70,000), building spall repairs (\$42,000), NuFlow pipe lining of our wet bar drains (\$50,000), and misc. pumps and motors (\$15,000). We have \$397,082 in cash in our Reserve account and two CDs totaling \$304,887.

Building Maintenance and Repair Report

The Manager reported the building population (units occupied) to be 80 for April.

We had no emergencies but two small water leaks since our last meeting. No damage resulted from the leaks.

Staff responded to 27 resident work requests in March with 14 so far in April, provided normal equipment preventative maintenance activities and supported our unit remodels. Staff also replaced a corroded drain pipe, replaced a cooling tower chemical feeder and replaced a leaking boiler water valve.

Current projects include:

- The renovation of the east side entrance to the building and stairs to the terrace project. Only touch-up painting remains for this project which should be done by April 30th.
- Touch-up paint and cleaning of the west side entrance is done.

The completion of repairs noted from the March 5th building inspection conducted by Brent Yoder and the Manager: All items are completed except for the items relating to the hallway and stairwell projects that are scheduled for later in the year in the 2018 Annual Project Plan.

Donate Construction completed the filling of the small holes that naturally develop in the travertine tile in our hallways.

Suspended Services power washed the building exterior and performed the window washing.

Pure Light Cleaning cleaned and polished the Lobby, entry and mailroom stone flooring.

The next projects to be started in May:

Painting of the doors leading to the garages

Painting of hallway soffits, doors and elevator doors

Warranty projects include Donate Construction providing hallway tile replacement of cracked tiles. They have 6 more to replace.

An updated Annual Project Plan for 2018 was provided.

Building remodels were reviewed: we have 3 in progress now. We also have 3 units that received water damage from the December fire that are being repaired. All are on schedule to be done by our May 31st construction stop date.

We had two complaints since our last meeting; one for insufficient notice for water shut-off in support of remodel work and one a noise complaint. We have also received multiple complaints over the past three months regarding the system utilized to create parking passes for our resident's guests. Many times the pass is not available at the Kiosk when guests arrive. The Manager was asked to draft a letter to L&R for President Brent to sign outlining our concerns of the current system and our recommendation that L&R seek a replacement solution soon.

There were no L&R violations since our last meeting and 2 El Encanto violations (both for parking space storage issues). The owners have been notified and have complied.

The Manager has put together the first edition of a Building Owner Contact Directory; we had 28 owners who responded. Those 28 owners will receive the Director in early May.

Package delivery was discussed. Currently we deliver packages to units of those residents who receive packages but are not here (95 % of deliveries) or can't carry the packages themselves. This is done as we have very limited storage space and increasing number of packages delivered per day. The Manager was asked to create a report showing how many packages are delivered and how much staff time is utilized over a one month period.

Committee Reports

L&R: Sharon Lapid reported that the April 12th town hall meeting was well attended and future projects (Beach Club, Roeder and Health Club renovations), a Master Landscape plan and a Master Association plan were discussed. There will be a release of a UTUBE video soon.

Health Club: No report.

Enforcement: No report, they are meeting today at 9 am.

Beach Club: Sharon Lapid reports that a coffee cart, managed by Alex Malo (the same folks that run the City of Coronado Library coffee cart) will be open here this summer daily from 6 am to 4 pm. The Club has been well attended and is profitable. The hiring of part time staff was approved for the summer months.

Facilities: Sharon Lapid reports the projects recently completed include the El Camino pool renovation, the adding of ADA walkway ramps and the ordering of new pool furniture for the Beach Club pool. Current pool furniture from the Beach Club pool that is in good shape will be placed at other pools as needed. Lisa Portnoff noted that there are some grouting problems at the recently finished El Camino pool and that she had sent the L&R General Manager a letter. Pro-Tec Painting has begun their \$35K project to paint the boardwalk wall, various building exteriors and pools walls. This is a 7 week project they expect to complete by May 31st. Upcoming projects include a creation of a digital library for L&R and the completion of a Request for Proposal (RFP) to be sent out to prospective contractors for the Lagoon maintenance project.

Landscape: Brent Yoder reports the group will start work on a 5- year master landscaping plan. No major projects are currently underway.

Recreation: Sharon Lapid reports a new ball machine was approved by L&R and is now on order for the tennis courts. It was noted that only folks trained in its operation can check out the machine. Those qualified will have their name on the Health Club list in order to get the key.

Community Alliance No report.

El Encanto Design Group: Sharon Lapid reports they met last week to begin work on a marketing plan for the upcoming July 26th Town Hall meeting to introduce the main design elements to the owners. MOTION by Sharon Lapid to authorize a payment to the Designer of \$2,600 to cover travel and presentation production costs. 2nd by Brent Yoder. Vote 3 in favor (Sharon Lapid, Brent Yoder and Lisa Portnoff, 1 Abstaining (Richard Ramsey), the motion PASSES. Over the next 2-3 weeks the Manager will review the current contract provided by the Designer with our attorney, begin the process to get a CAD drawing of our hallways and Lobby, and to create a project plan timeline.

Unfinished Business

Remodel rules and painting requirements. The Board appointed Brent Yoder and Brian Shook to work with the Manager in drafting a proposed rules change for next month's Board meeting.

Lagoon project. 85 ballots were returned providing a quorum. The ballots were opened and tallied by the Directors. The result was the Special Assessment PASSES by a 72 YES vote to 13 NO vote. Invoices to the owners will be sent out early May.

New Business

There was no new business.

Homeowner Comments:

Lew Wells, Unit 1001 spoke in support of raising dues to increase the amount we save in our Reserve Fund.

Sharon Lapid, Unit 1507, spoke in support of increasing our Reserve Fund balance and the need to improve the computer systems both in El Encanto and the L&R office.

Don Bushell, Unit 501, spoke of the continued delays in the replacement of hallway tiles, the elevator floor indicator lights being out and his support for changes in our remodel rules to reduce paint smells and dust.

Brent Yoder, Unit 1007, spoke to complain about the rusted out solar water heating frame on the La Princesa roof as it is visible by many surrounding buildings including g El Encanto.

The next Board of Directors meeting will be on Friday May 18th at 9:30 am in the Manager's office.

There being no further business, the meeting was adjourned at 11:47 AM.