

**Meeting of the Board of Directors**

**August 20, 2019**

**DRAFT MINUTES**

The Meeting of the Board was called to order at 10:00 am in the L&R underground.

Directors Present: Brent Yoder, Richard Ramsey, Jan Zobrist and Miguel Pasquel. Lisa Portnoff attended via teleconference. Also attending: Manager Perla Bustamante and 3 homeowners, Katherine Solovay 1609, John Pottridge and Terry Zack 709.

**Minutes of Previous meeting:** **MOTION** by Lisa Portnoff 2<sup>nd</sup> by Jan Zobrist to approve the minutes of the July 26, 2019 Board of Director's meeting. **APPROVED** by a 5-0 vote.

**Financial Report:** The financial reports for July 2019 were reviewed by our Treasurer Richard Ramsey prior to this meeting and provided by the Manager. Revenue was \$350 unfavorable to budget. For expense categories, ADMIN was \$232 unfavorable to budget, BUILDING was \$1,218 unfavorable to budget, COMPLEX was \$3,250 unfavorable to budget (due to not receiving a bill for July), PAYROLL was \$4,472 unfavorable to budget due to increase in health insurance and hiring a painter for the terrace work. Our RESERVE contribution was at budget and UTILITY expenses were \$615 favorable to budget.

The RESERVE account as of August 15, 2019 had a balance of \$954,177. \$270,549 is held in cash at our Cal Private Bank and \$683,628 is held in interest bearing CD accounts with Edward Jones. The total expenditures made as of August 15, 2019 have been \$84,936. The breakdown of expenses is, \$53,103 for spalling repairs, \$3,458 for the roof exhaust fan housing and \$28,375 for new roof wall anchors. The planned 2019 high probability expenses are, \$35,000 for the new access control system, \$50,000 for the Terrace deck recoating and sealing and a new heat pump circulation motor for \$750. The medium probability expense of \$4,000 for miscellaneous pumps and motors, and a low probability expense of \$70,000 for a new fire sprinkler diesel motor and pump.

**Building Maintenance and Repair Report:**

The Manager reports the building population (units occupied) were 110 in July and 96 in August. We processed 17 work orders in July and 11 so far in August. Staff is currently painting the terrace as well as catching up on work orders.

Two residents have submitted applications for Electric Vehicle charging stations. After reviewing the electrical panels with an electrician, it was confirmed that 2 additional sub-panels must be installed in order to provide the applicants power to their parking spaces.

## Coronado Shores Condominium Association #8 – El Encanto

The Manager received several complaints regarding the security guards being rude. As well as the front desk having a problem with security deleting parking passes for guests. The Manager sent an email to Katherine from L&R to report the claims.

After a complaint of the water temperature being too hot was reported, the Manager had the engineer lower the temperature. Numerous complaints were reported after the temperature was lowered, from residents not having any hot water. The temperature was increased by five degrees and the complaints stopped.

The Manager found six broken windows in the upper garage. The cause for the broken windows is unknown. Four windows that could cause injury were replaced.

A resident broke their front door after the door was jammed. The engineer was called in to help but the frustrated resident somehow broke the door. The door was replaced at the owner's expense.

The Manager reported a water leak at the last meeting. The water leak seems to be coming for the building tiered planters. Our landscape company was called to start investigating the source of the leak. The cause of the leak has not been found.

The following complaints were made since the last meeting, one resident complained several times of the garage gates being left open all the time by the front desk. The Manager spoke to the front desk staff and all, but one door person, denied forgetting to close the gate. That doorperson who forgot to close the gate one time was asked to be more mindful. Another time the gate was left open according to the resident ended up being the maintenance staff taking out the trash to the dumpster. Another resident reported their bike's tire was replaced by an older tire while the bike was stored in their parking space. The resident requested a camera be installed in their parking space and are willing to pay for the camera and installation. A resident reported a strong smell of marijuana on their hallway. The Manager went to the hallway to investigate finding the smell to be very strong. The Manager opened the stairwell doors to air out the hallway. One resident complained of another resident transporting a bicycle on the elevator as a staff member was on the elevator. The Manager spoke to that resident and informed them bicycles are not allowed to be transported in the elevator. The Manager also spoke to staff reminding them they are to report rule violations to the Manager. There was an incident at the pool reported by one resident where the resident's family member was being harassed by a person on the boardwalk. The resident reported the incident to security to have security call the police. Security did not call the police. The Manager explained to the resident that the security officers are parking enforcement and rule enforcement officers and any complaints that should be reported to the police should be done so by the resident. A complaint of a bad smell was reported in a unit. The engineer found the smell was coming from a cracked vent pipe in the unit that will need to be replaced.

## Coronado Shores Condominium Association #8 – El Encanto

### Committee Reports:

L&R: Brent Yoder reports that the L&R budget for 2020 was approved by a 7-3 vote. The budget has an 8.36% increase. The first summer concert series was over budget by \$9,500. The end of the summer pool monitors schedule ends September 2<sup>nd</sup>. There were several complaints mentioned regarding inappropriate beach attire being worn to the beach club, children sitting at the bar, pool swim lanes not being followed, and the pool monitors not doing their jobs.

Facilities Report: No report.

Landscape: Brent Yoder reports the committee met and walked around campus to the north side by La Playa Tower, where the Del construction will raise the street level seven feet. New plants will have to be added in the area when the work is complete. The committee is open to ideas regarding what to plant in the area.

Insurance: No Report.

Design Committee: Brent Yoder reports the design committee met to have preliminary talks about the moving forward with the renovation plan.

Beach club: No Report.

Recreation: No report.

Enforcement: Brent Yoder reports the proposed lighting and pedestrian bridge repair passed by a 5-4 vote. Enforcement will pay for the repairs estimated at \$80,000.

Community Alliance: No report.

### Unfinished Business:

Association parking space lottery, policy and fees. At the last meeting the Board discussed raising the rental fees of Association parking spaces. Further research was gathered to compare the parking rental fees in other HOAs of San Diego. **MOTION** by Miguel Pasquel 2<sup>nd</sup> by Jan Zobrist to approve a \$200 monthly fee for the Association parking spaces, a lottery policy and contract for Association parking spaces with a grandfathered clause for current residents renting the parking spaces. **APPROVED** by a 5-0 vote.

River rock for entry way planters. At the June 28 meeting the Board was presented with the quote to add river rock to the entry way planters and island. The quote was presented as \$3,900 for labor and material. After further debate the Board decided to put this project on hold until 2020.

Rule modification, anti-harassment and code of conduct. At the last meeting the Manager presented to the Board an ethics policy for committee members and Board members of El Encanto. The pending anti-harassment rule was provided by the Manager. The purpose for the rule is to protect the Association from litigation. The Board will review the existing fine

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schedule and decide if a fine should be added to the rule. The rule will be further reviewed before being proposed.

Access control system. The Manager presented to the Board the information asked at the last meeting about the Access control company CES. The Manager is waiting for an additional quote to add automatic door openers to the doors as well as the cost to rekey the common area locks. The Board agreed to add the automatic door openers if the cost of the whole project will not exceed more than the \$35,000 budgeted. The Board also mentioned that at the March 2019 meeting COR security had been voted as the contractor to install the new access control system. Due to a contract validation time frame expiring, the Manager had to have the project re-bid. **MOTION** by Richard Ramsey 2<sup>nd</sup> by Brent Yoder to rescind approval of COR security installing our access control and approve CES to install system with automatic doors at a cost not exceeding \$35,000. **APPROVED** by a 5-0 vote.

Election rules. The Board asked the Manager to provide the cost associated with adopting election rules. The attorney provided the cost and the Board decided to put the item on hold and budget for the cost of the process for the following year.

### **New Business:**

Fountain repair. The Manager reported at the last meeting that the entry way fountains were turned off due to a leak. The Board asked the Manager to contact Bear Valley for a quote to repair the fountains. Bear Valley does not do the type of repair we need and were willing only to demo and rebuild the fountain. An idea was proposed to ask the engineer if it is possible to cut a pipe and run a camera through to determine where the source of the leak is. The Manager will report back at the next meeting.

### **Owner comments:**

John Pottridge mentioned the spikes on the exit side of the arm gate on both north and south side of campus were removed.

The next Board of Directors meeting will be Monday September 23<sup>rd</sup> at 10am in the underground.

There being no further business, the meeting was adjourned at 11:51am.

## **Executive Session DRAFT MINUTES**

The executive session was called to order at 11:51 am. The Board discussed delinquent accounts and the L&R harassment policy.

There being no further business, the executive meeting was adjourned at 12:12pm.