

Coronado Shores Condominium Association #8 – El Encanto
Meeting of the Board of Directors
APPROVED MINUTES
August 17, 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, Jan Zobrist and Brian Shook. Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter and nine homeowners (Don & Maribah Bushell Unit 501, Bruce Mackie Unit 207, Terry Zach and John Pottridge Unit 709, Alex Fitzpatrick Unit 1104, Jon Sanders Unit 505 and Marvin and Cookie Friedman Unit 1406).

President Brent Yoder announced that due to the large number of homeowners present that they may speak now if they so desired. Alex Fitzpatrick (1104) and Cookie Friedman (1406) both spoke about the proposed common area renovation to ask where we are in the process, what the estimated expenses were based on and can they expect the materials in the proposed renovation to hold up better than the current materials. It was noted that many of our unit doors are badly nicked/scratched, the carpets are worn down and other areas need repairing. Don Bushell (501) spoke to the need of improving our regular maintenance. Jon Pottridge and Terry Zach (709) spoke of the dirty, unhealthy conditions at the Beach Club pool.

Minutes of previous meeting: **MOTION** by Brian Shook, 2nd by Richard Ramsey to approve the minutes of the July 20, 2018 Board of Director's meeting. **APPROVED** by a 4-0 vote. Jan Zobrist abstained.

Financial Report: The financial reports for July 2018 were reviewed by our Treasurer Richard Ramsey prior to this meeting and provided by the Manager. The Operating Account was \$27,601 favorable to budget through July of this year. This was primary due to lower than expected expenses for admin, complex and payroll items. Revenue was \$7,281 favorable to budget. For expense categories, ADMIN expenses were \$1,256 favorable budget, BUILDING expenses were \$5,006 un-favorable budget, COMPLEX (L&R) expenses were \$12,107 favorable to budget as we have made no insurance claims, PAYROLL expenses were \$3,337 favorable to budget due to lower workers compensation insurance payments, our RESERVE contribution was \$23,334 un-favorable to budget as the July contribution payment wasn't deposited until early August and UTILITY expenses were \$7,787 favorable to budget as gas and electricity were less than normal.

Brian Shook brought up the current payment to L&R regarding the Lagoon Special assessment. His concern is paying L&R the full \$109,000 (our share of the \$1,094,000 estimated expenses for the lagoon and related landscaping) if the project is coming in under budget. The Board discussed this and asked our L&R Representative, Jan Zobrist, to have L&R invoice us for only actual incurred expenses.

At our last meeting the manager was asked to review options for our CD's. The Manager met with our Treasurer Richard Ramsey to review current available rates. Based on that meeting, we recommend we sign up with Edward Jones; their current rates are 2.4% for a 12 month CD and 2.05 for a 6 month CD. They have an office here in Coronado and 2 Buildings are currently using their services. We were getting .4% from our local bank and at the Board's request I let those CD's mature. The cash is now back into our Reserve Account at Cal Private Bank.

Building Maintenance and Repair Report

The Manager reported the building population (units occupied) to be 113 for July and 102 for August. We process 43 work orders in July and 19 to date for August.

We had one emergency since our last meeting, a lost little boy on July 30th. Staff was able to identify who his parents were and they came to get him.

There were no water leaks since our last meeting. We did however respond to over 20 calls for slow or clogged drains.

Staff responded to the noted resident work requests and provided normal equipment preventative maintenance activities. Staff had no time to continue with the hallway paint work (touch-up paint at the elevator surrounds, utility doors, stairwell doors and polish the stone at the elevators) from our project list. This work will start up again in late August and take about 2 weeks to complete.

We did have the State elevator inspector check our elevators last week. 4 minor corrections were noted that were sent to our elevator maintenance company, OTIS Elevator, to correct.

Another inspection, this by the County Hazardous Materials Division, was also done earlier this month. They check the diesel fuel in our emergency generator and fire sprinkler pump engines. No deficiencies were noted.

Current vendor projects include:

We had our roof tie-downs go through their 10-year inspection the week of June 25th. This is an OSHA required test of our safety equipment used by window installation companies and our window washers. We are still waiting for their formal report on needed replacements.

We had two complaints for the same issue since our last meeting; their neighbor's children were playing in the elevators and hallways creating a mess. The Manager informed the owner and Real Estate agent and so far they have been in compliance.

We have no L&R violations since our last meeting and 19 El Encanto violations (18 for parking space and one for item noted above). The 7 owners and 9 tenants have been notified and have complied. Two parking spaces require additional brackets be installed to allow them to be in compliance.

The Bike Room Lottery was held for the 2018-19 year on July 27th. All the owners that applied got at least one bike space.

Earlier in the year L&R removed a tree near our garage entry ramp. So far a replacement tree has not been planted by L&R. Brent Yoder will contact them for an update. Brent also asked for landscape ideas at the area where the wash-off shower is on our west side

Our new website is now operational, www.elencanto.org

Committee Reports

L&R: Jan Zobrist reported they discussed security (parking control and pool behavior mostly) and how to improve the efforts by our contractor Allied Universal. High turnover has hampered their training and thus their ability to provide better service to us. This is being looked at. The budget workshop was postponed and instead done in the open L&R meeting. The Capital Improvement budget (for major projects like re-plastering a pool or buying big ticket items such as pool furniture) was proposed to be \$390,000 for 2019 (it was \$300,000 for 2018). The Operating budget (for day-to-day expenses for maintenance, payroll and utilities, etc.) for 2019 was proposed at \$2,746,695 (it was \$2,418,965 in 2018).

Our Board wanted to have more time to look over their proposed numbers before responding. They also wanted to get a list of all 2018 capital expense items to see if they got completed.

Insurance: Brian Shook noted that the next meeting will be October 16th.

Enforcement: No report.

Beach Club: Jan Zobrist reported they have a new Manager, Sawithia (Sharky) Bowman. The Fashion Show went well and BINGO is very successful. There was lots of discussion about the new coffee cart as people leave a lot of trash and food around the pool area from what they buy from the coffee cart. Also noted that the pools themselves are very dirty with all the use they get during the summer. Our Board wanted more information on what it would cost to have additional cleaning and rule enforcement staff and was this address in the 2019 budget proposal?

Facilities: Jan Zobrist reported they continue to paint the campus outer walls and they expect the construction of the Lagoon to begin in late September, early October.

Landscape: Brent Yoder reports that L&R planted new flowers at our main entrance and it looks great. The Advisory Group is exploring how to add more color to our south entrance area and ideas for a water feature at the grass island just inside our south swing gate. The Board asked the Manger to do a walk-around with our landscape maintenance company as our Front Island plants seem to not be as healthy as they should.

Recreation: Jan Zobrist reported that the water park activity was well attended (over 100 people).

Community Alliance No report.

El Encanto Design Group: Brian Shook reports they are working on a follow-up survey to send to the owners late August to help the Board determine the next steps.

Unfinished Business

Remodel rules and painting requirements. The Manager sent out (mail and email) the proposed rule changes as approved by the Board at its June meeting to satisfy the 30-day owner comment period. After reviewing comments from our attorney and liability insurance provider the Board made the following changes:

- 1) to not provide or rent the equipment to contractors
- 2) to include "The workers are not to open unit windows until all debris has been removed and paint/varnish containers sealed."

Access Control System replacement. The Manager has yet to obtain all the requested information from the vendor. This will be addressed again at our September meeting.

New Business

The Board all signed a Resolution naming Jan Zobrist as the El Encanto representative for the L&R Committee.

As a result of last month's meeting, the Treasurer and Manager got information for CD rates with our local Edward Jones office having top rates of 2.4 and 2.0 for 12 and 6 month terms. MOTOIN by Brian Shook, 2nd by Jan Zobrist to place a \$250,000 in a 12 month CD and \$200,000 in a 6 month CD. Approved by a 5-0 vote. The Manager will submit the required paperwork as soon as possible.

Homeowner Comments:

Unit 1101 made a request for a parking decal for a family member who does not reside in the unit. That request was denied.

Unit 902 provided comments on the proposed renovation design.

Unit 107 request to allow their contractors to core drill into the cement floor to accommodate a walk-in shower. This request was approved by a 5-0 vote.

The next Board of Directors meeting will be on Friday September 21st at 9:30 am in our Lobby.

There being no further business, the meeting was adjourned at 11:25 AM.

Coronado Shores Condominium Association #8 – El Encanto Executive Meeting of the Board of Directors DRAFT MINUTES

Directors Present: Brent Yoder, Richard Ramsey, Jan Zobrist and Brian Shook. Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter.

L&R employee issues were discussed as part of the proposed 2019 L&R budget.

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