

**Coronado Shores Condominium Association #8 – El Encanto**

**Meeting of the Board of Directors**

August 21, 2020

**DRAFT MINUTES**

The Meeting of the Board was called to order at 10:01 AM via Zoom.

Directors: Brent Yoder, Lisa Portnoff, Richard Ramsey and Jan Zobrist attended via Zoom. Seven homeowners attended and the Manager, Perla Bustamante. Designer, Michael Roy, was also in attendance as a guest.

Michael Roy was asked to speak before the general meeting agenda items. Michael is the designer of unit 608 and was invited to present the owners petition to the Board to add a third bathroom to the 08 stack from the 6<sup>th</sup> floor to the garage. Director, Miguel Pasquel, joined the meeting. After the presentation, Michael was asked to sign off to continue with the general meeting.

Minutes of July 24<sup>th</sup> Board of director's meeting: **MOTION** by Jan Zobrist **2<sup>nd</sup>** by Lisa Portnoff to approve the minutes of the July 24, 2020 Board of Director's meeting.

**APPROVED** by a 5-0 vote.

Financial Report: The financial reports for July 2020 were reviewed by our Treasurer Richard Ramsey prior to this meeting and provided by the Manager. Revenue for July was \$1,083 favorable to budget. For expense categories, ADMIN was \$1,295 unfavorable to budget, BUILDING was \$1,261 favorable to budget, COMPLEX was \$6,239 favorable to budget, PAYROLL was \$2,947 unfavorable to budget. Our RESERVE contribution was at budget and UTILITY expenses were \$5,076 unfavorable to budget.

The RESERVE account as of August 17, 2020 had a total of \$2,572,142. \$1,448,764 is held in cash at our Cal Private Bank and \$1,123,378 is held in interest bearing CD accounts with Edward Jones. The expenditures for 2020 out of our Reserves are, \$234,296 for the access control system, roof drain lining and vanity drainpipe lining. The planned 2020 high probability expenses are, \$80,000 for a new roof surface, \$50,000 for spalling maintenance repairs, \$10,000 for the east stairwell repairs. Medium probability expenses are, \$10,000 for fountain repairs, \$45,000 for the entry canopy removal and \$25,000 for the main drain lining in the upper garage. The low probability expenses include, \$30,000 for new sealer for terrace deck, \$4,600 for miscellaneous pumps and motors, and \$70,000 for a new fire sprinkler diesel motor and pump.

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

The Manager reports the building population (units occupied) were 103 in July and 89 in August. We processed 20 work orders in July and 13 in August.

No emergencies were reported since the last Board meeting.

We had four reported water leaks, three of the four were caused by clogged air conditioning hoses. One of the three leaks from the a/c hoses caused damages. The fourth leak came from a leaky kitchen faucet on the second floor. The unit below had no damages.

The second confirmed case of Covid-19 was reported in the building. GMI was hired to thoroughly disinfect all hallways, lobbies, elevators, and doors as a precaution.

The building backflow pipe started to leak once again. The company Ahlee Backflow was called, and repairs were made.

The fire alarm system upgrade was completed on Wednesday, July 29th. The scheduled testing of the unit alarms was scheduled for a later date when we found out we needed to enter at least three units per floor. We found that we have multiple intercom speakers not working. West Coast Fire Protection, that upgraded our system, recommend we test all units. This will be scheduled as a multiple day event.

On Thursday, August 13<sup>th</sup>, the front desk alerted us to something wrong with the fire alarm panel in the lobby. Multiple unit smoke detectors activated, and we were unable to reset them. Our engineer was called and had to remove all the beeping smoke detectors. West Coast Fire Protection came to replace a circuit board on the panel.

Our gas bill was much lower this month as compared to the previous months. We found that the problem for the high cost is the boiler for the heating HVAC system. We turned off the boiler in early June and our bill reflects the timing and decrease in cost.

Two bikes were reported missing from our garages within a week. Both bikes were found or returned by whomever took them.

Units on the list to remodel this fall are, 1206 that needs to complete their remodel, 705, 608 and 1004. Units 301 and 1502 have small projects.

Roof resurfacing. Preman Roofing will begin work on Tuesday, August 18<sup>th</sup> and is expected to take three to four weeks to complete.

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We received several complaints since our last meeting. One complaint was from a resident regarding employees parking on campus during the summer “no employee parking” rule. However, emergencies do not apply to the rule.

One complaint was regarding DISH network service. The resident started experiencing internet issues. It took three technician visits to figure out the problem. The tenant was angry and refused the problem be repaired as they felt they were being exposed to Covid every time the technician entered the unit. The unit was without service for three weeks.

One resident reported something coming from above and streaking their windows. After weeks of continuing we found that it was dog urine running down from the unit above balcony. The owner above was contacted immediately, and the problem remedied.

Five rule violation were reported. All violations were mask related; owners were emailed regarding the violations.

### **Committee Reports:**

**L&R:** Jan Zobrist reports the 2021 budget was approved with a 6.2% increase. The capital expense budget will remain the same as 2020 at \$480,000.

**Facilities:** Jan Zobrist reports the Beach Club pool will be open after partitions are added in the Beach Club to separate the bar and bathrooms. The upper deck glass is being replaced, pending city permits.

**Landscape:** Jan Zobrist reports Birds of Paradise plants are being replanted along the wall on the far east side of campus. The Board approved in February to add a bench in the back of the building. Sharon Lapid suggested using the benches that are in our entryway as they will not be needed after our building renovation. MOTION by Brent Yoder, 2<sup>ND</sup> by Lisa Portnoff to approve the additional benches and the plan for the back of the building. APPROVED by a 5-0 vote.

**Insurance:** Lisa Portnoff reported the next meeting will be in October.

**Design Committee:** Sharon Lapid reports DRP is finalizing all measurements that will be used for the remodel. A new committee was formed by Board members. Brent Yoder, Lisa Portnoff, Richard Ramsey and two design committee members, Sharon Lapid and Judy Parris will form the Oversight Committee to oversee the renovation of our common areas.

**Beach Club:** No Report.

**Enforcement:** Lisa Portnoff reports the next meeting will be in the fall.

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**Community Alliance:** Terry Zack reports Avenida del Sol will be closed until next year for the Hotel Del improvements. The sculpture in the works for the north side entrance near the transition or tie in between the Del and the Shores, was put on hold. Five buildings on campus have reported Covid-19 cases so far.

**Oversight Committee:** Sharon reports the designers have finished the specs for our building renovation. Three contractors were selected and sent plans and scope of work for bidding.

### **Unfinished Business:**

Canopy Removal. At the February meeting the Manager provided bids for the removal of the canopy. A third bid was provided thanks to owner, Scott Parris, at a lower cost. The decision to approve a bid was tabled to check if the potential building renovation contractors would bring in their own demo company.

Election rules. Senate Bill 323, that came into effect on January 1, 2020, requires our CC&Rs to have current election rules. Our attorney provided a draft to be approved without the need of a 28-day comment period. MOTION by Richard Ramsey, 2<sup>ND</sup> by Jan Zobrist to adopt the Election Rules. APPROVED by a 5-0 vote.

Balcony Glass Approval. The owner petitioning the Board to replace the balcony glass with a new type of railing system was tabled at the last meeting until more detail could be gathered and presented. The owner provided the Board with the engineering detail. The Board questioned the safety regarding the glass without framing and installation of the glass. The Board asked the manager to have the owner provide more bids and safety information.

### **New Business:**

Unit Modification Waste Line. The owner of 608 has petitioned the Board to add a four inch waste line where the two inch existing wet bar drain is located. The drain would be replaced from the sixth floor to the garage. The units with existing wet bars would have to connect to the new 4inch drain. The Board was hesitant to approve the added waste line without the written approval from the members of the 08 stack, below the petitioning unit, to enter the unit if connection is required.

Unit Remodels. Several owners have commented about their concerns with the amount of unit remodels and workers coming in during the pandemic. The Board discussed reducing the amount of unit remodels to two to start and revisit the subject. MOTION by Brent Yoder, 2<sup>ND</sup> by Jan Zobrist to reduce the number of concurrent unit remodels for the time being. APPROVED by a 5-0 vote.

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Wave Band Antenna. L&R petitioned us to allow Wave Band to install an antenna on our roof to improve L&R and the Security Kiosk's internet signal. One antenna would be installed on our roof and another at La Perla Tower to send the signal to the L&R office and the kiosk. MOTION by Brent Yoder, 2<sup>ND</sup> by Jan Zobrist to approve the installation of the antenna pending provided insurance and checking the benefits to the HOA. Approved by 5-0 vote

**Owner comments:**

Two homeowners wrote to the Board regarding their concerns about the start of the building renovation project during the pandemic. One homeowner commented on the Wave Band antenna installation and recommended we look into receiving rent from the company.

The next Board of Director's meeting will be Friday, September 25<sup>th</sup> at 10:00am via Zoom.

There being no further business the meeting was adjourned at 11:54am.

Executive Session

Board of Directors

Immediately following Regular Meeting

The meeting was called to order at 11:54am via Zoom. The Manager reported delinquent accounts, due by date approved for August 31<sup>st</sup>.

There being no further business meeting was adjourned at 12:02pm.