

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

**Meeting of the Board of Directors**

January 22, 2021

**APPROVED MINUTES**

The Meeting of the Board was called to order at 10:02 AM via Zoom.

Directors: Brent Yoder, Lisa Portnoff, Richard Ramsey, Miguel Pasquel and Jan Zobrist attended via Zoom. Two homeowners and the Manager, Perla Bustamante were also in attendance.

**Financial Report:** The financial reports for December 2020 were reviewed by our Treasurer, Richard Ramsey, prior to this meeting and provided by the Manager. Revenue for December was \$2,750 favorable to budget. For expense categories, ADMIN was \$461 favorable to budget, BUILDING was \$12,451 unfavorable to budget, COMPLEX was \$10,982 unfavorable to budget, PAYROLL was \$6,192 favorable to budget due to lower workers comp costs. Our RESERVE contribution was at budget and UTILITY expenses were \$2,270 favorable to budget.

The RESERVE account as of January 18, 2021 had a total of \$3,177,739. \$106,116 is held in cash at our Cal Private Bank and \$3,071,623 is held in interest bearing CD accounts with Edward Jones. The high probability expenditures anticipated for 2021 out of our Reserve account are, \$300,000 for the boiler replacement project, \$50,000 for spalling maintenance, \$35,000 for elevator maintenance, \$25,000 for the lining of the main garage drain and \$20,000 for our cooling tower maintenance.

**Building Maintenance and Repair Report:**

The Manager reports the building population (units occupied) were 92 in December and 87 units in January. We processed 11 work orders in December and 7 work orders in January so far.

We had one emergency since our last Board meeting. Unit 406 resident fell and needed assistance by the fire department. The resident was not taken to the hospital.

We had one leak found in our upper garage. The leak was overflow caused from our upper tiered planter on the exterior of the building. A valve was stuck open and the planter had too much water. The water leaked through a crack on the wall. No damage to personal items.

We had two positive Covid-19 cases in our building since our last Board meeting. One case was a resident and the other was an employee. Both quarantined the recommended time and were issued a letter of release from the Department of Health and Human Services.

## Coronado Shores Condominium Association #8 – El Encanto

The fire alarm unit speakers were replaced in twenty units in a two-day event. All owners that had a speaker installed in their units were invoiced.

Two-unit vent pipes were replaced, unit 1008 and unit 1004. The cracked vents pipes were causing foul odors inside units.

In early November 2020, we were alerted to thefts around campus. A man was arrested and found with several genies or garage openers but luckily not one belonged to the Shores.

Residents started reporting doors to the stairwells getting stuck or not opening. We checked one door handle on the west side stairwell on the 7<sup>th</sup> floor that had an issue for a second time. As we took the door handle apart the interior parts started falling apart as it was very corroded. New door handles have been ordered for all stairwell doors.

The annual spalling maintenance start was delayed by two days. Applied Restoration Inc. or ARI were easy to work with and great with communication it seemed. However, after our window washers, Suspended Services, started their cleaning of our windows they reported cement on several windows. Unit 807 asked for us to fix the splatter on her window which Suspended Services says is doable. The next spalling work will require plastic to be taped on windows for protection.

Our elevator door operator maintenance is scheduled for mid-February. The start date is tentative as we are waiting for parts due to the manufacturer shutting down or slowing down during the pandemic.

Jackson & Blanc started our boiler replacement project on January 4<sup>th</sup>. Everything is going according to schedule except that one crew member reported being positive with Covid-19 the day after we had our crane delivery. Our engineer was exposed to the crew member and was asked to test, his test result was negative.

On Tuesday, January 12<sup>th</sup> our phone lines were disconnected as our payment was not received. The payment was twelve days late though sent from our office on December 22<sup>nd</sup>. After a day and half of no phone service we were connected again. Our payment was switched from check to online pay.

Our staff replaced a large and heavy shut off valve in the upper garage that is the hot water valve for the entire building water supply line. This work was done prior to our boiler project that will require several water shut offs.

Units under construction include, unit 407 partial remodel and a DIY project, unit 608 which is a full remodel, unit 705 is also a full remodel and unit 1004 a partial remodel.

We received several complaints since our last meeting. Units 306 and 1503 reported too many contractors in the building and contractors using two elevators, both were padded for use. Unit

## Coronado Shores Condominium Association #8 – El Encanto

502 reported waiting for an elevator for twenty minutes after we only allowed one elevator use for contractors.

Parking Violations: None.

### **Committee Reports:**

**L&R:** Jan Zobrist reports the election results for the L&R candidates. Jan Zobrist was reelected Chair of L&R; Karen Perry is the new Treasurer. The Avenida del Sol paving and reopening of the street has been delayed. The reopening of the street was to be in January of 2021, no new date has been announced. Financials were \$30,000 over budget due to legal expenses for the year end of 2020. The suggestion to allow Pickleball at the tennis courts was brought up for discussion, it will be on the agenda for February's meeting.

**Facilities:** Jan Zobrist reports that Little Free libraries were approved to be set up around campus. Facilities and Recreation committees to designate locations of libraries.

**Landscape:** Jan Zobrist reports the committee met for an impromptu meeting regarding fencing to be added to the south side of campus to close the south side to the beach public parking. The fence will be like the metal fence already in place on the north side next to La Perla Tower.

**Insurance:** Lisa Portnoff reports the committee unanimously voted renew the master insurance policy with a \$25,000 deductible, increased from \$10,000 in previous years.

**Beach Club:** Jan Zobrist reports the committee voted and approved to sell the pool table. Fire pit were also approved to be added to the Beach Club deck.

**Enforcement:** No Report.

**Community Alliance:** Terry Zack reports the bike sculpture decision was tabled. The new signs on the Boardwalk have helped with the problem of bike riders on the Boardwalk, volunteer Police also have helped by issuing tickets.

**Oversight Design Committee:** Brent Yoder reports we received a bid from Donate Construction closer to our \$2.5 million budget. DRP will, at no cost, work with us to help lower the cost to stay within the budget and keep the integrity of the approved design. An executive session is scheduled for Monday, January 25<sup>th</sup> at 2:30PM to discuss the contract.

## Coronado Shores Condominium Association #8 – El Encanto

### **New Business:**

DRP Invoices. The Board reviewed the latest DRP invoices. DRP has agreed to no longer charge for certain services.

Deposit of PPP Loan Amount. The PPP Loan granted to the Association helped to keep us within budget. Some money in our Operating account can be deposited into reserves with Board approval. The Board discussed if to deposit the funds now or wait to see how Covid-19 affects our budget in 2021. MOTION by Richard Ramsey, 2<sup>ND</sup> by Jan Zobrist, to keep the funds in Operating for a few months and review at a later Board meeting. APPROVED by a 5-0 Vote.

Contractor and Elevators. Growing concerns about the number of contractors in the building have been reported. Two units are pending start of remodels. Postponing any new work was decided to reduce the number of contractors in the building at once. The Board to discuss fall unit remodel approval at a later date.

Infinity Contract Renewal. Our front desk and cleaning services agency has asked that we renew our contract. The new contract heavily favors Infinity Staffing. The Board directed the Manager to have our Attorney review and advise on contract approval.

### **Owner comments:**

None.

The next meeting is scheduled for Friday, February 19<sup>th</sup> at 10:00 AM via Zoom.

There being no further business the meeting was adjourned at 11:30am.