

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

Meeting of the Board of Directors

March 04, 2022

**APPROVED MINUTES**

The Meeting of the Board was called to order at 10:00 AM via Zoom.

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

Minutes of January 21<sup>st</sup> Board of director's meeting: **MOTION** by Lisa Portnoff, **2<sup>ND</sup>** by Miguel Pasquel to approve the minutes of the January 21, 2022, Board of Director's meeting. **APPROVED** by a 5-0 vote.

Financial Report: The financial reports for January 2022 were reviewed by our Treasurer, Richard Ramsey, prior to this meeting and provided by the Manager. Revenue for January was \$1,918 unfavorable to budget. For expense categories, ADMIN was \$2,102 favorable to budget, BUILDING expenses were \$12,756 unfavorable to budget due to expenses paid that will be reimbursed from Reserves. COMPLEX expenses were \$11,103 favorable to budget, PAYROLL was \$7,732 favorable to budget. Our RESERVE contribution was at budget. UTILITY expenses were \$33,005 favorable to budget.

The RESERVE account as of February 25, 2022, had a total of \$976,319. \$223,354 is held in cash at our Cal Private Bank and \$752,965 is held in interest bearing CD accounts with Edward Jones. One of our CD accounts is the renovation fund account holding \$229,658 The other Edward Jones account with our reserve funds have a total of \$523,307. The high probability expenditures for 2022 out of our Reserve account are, \$69,552 for resealing the terrace and \$59,000 for a new elevator door operator for the east elevator. Low probability expenditures include \$70,000 for a new fire pump and \$4,000 in miscellaneous expenses.

**Building Maintenance and Repair Report:**

The Manager reports the building population (units occupied) were 66 in January and 58 units in February. We processed 7 work orders in January and 18 in February to date.

We had three false fire alarms since our last Board meeting. A faulty pull station on the 12<sup>th</sup> floor hallway was to blame for the fire alarms that activated. The pull station was replaced, and no further issues were reported.

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We had a backup that occurred three times in a unit. The backup cause ended up being a piece of metal that was obstructing the pipe. Once the wall was cut and pipe opened and cleared the backups stopped.

Our renovation project is progressing. Carpet has been installed throughout all hallways, installation of front door veneer and surrounds is on the seventh floor. The veneer work will continue working its way down to the 6<sup>th</sup>, 5<sup>th</sup>, 4<sup>th</sup>, 3<sup>rd</sup>, and 2<sup>nd</sup> floor hallways. Wallpaper has been installed down to the 5<sup>th</sup> floor and is currently being installed on the 4<sup>th</sup> floor. Our entry way fountain has been ordered and is expected to arrive in late April. The entryway planters have new succulent trimmings from our terrace and new colorful succulent options will be presented to the Board by the design committee.

The elevator number two car or east elevator is due for the door operator upgrade we had done to the number one car last year. The elevator started giving us trouble, the car stopped working and Otis arrived and found a bad part that needs to be replaced. The elevator will be down until the part is replaced next week.

Our first quarter fire alarm testing was held on Thursday, February 10<sup>th</sup>. No faults were found.

We experienced a DISH Network TV building wide outage. The TV signal outage was unrelated to the equipment swap of January, according to DISH. Most TV channels were back up the same day as the outage, but full reparations were not completed until Monday. Our contract with DISH is set to expire on May 31<sup>st</sup>. We have the option to leave the current plan which if no new agreement is made would roll over automatically for one year.

The terrace project was completed but the results of the recoating are unsatisfactory. ARI is willing to fix the messy job left and recoat the terrace. The west and east exterior stairs are now completed after touch ups were made.

Our staff have been working on the exterior north side of the building. The walls were cleaned, and vents painted. The staff also assisted with water shuts offs, replaced leaking pipes, installed new cameras and a new DVR system.

Currently we have two units under remodel, 1007 and 1502. Unit 1001 was scheduled to begin but our elevator issues stopped them from beginning on their scheduled start date.

We received one complaint since our last Board meeting regarding the phone voicemails not being checked regularly. We also received numerous complaints regarding the front desk staffing provided by Infinity Staffing. The agency staff is not properly trained, we gave Infinity thirty days' notice to show improvements.

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Rule violation notices were sent to two units for oil leaks and spills in unit parking spaces. One-unit immediately complied and cleaned their parking space and fixed their oil leak. The second unit was not willing to take responsibility for the leak. The association will clean the stains and bill the owner.

### **Committee Reports:**

**L&R:** Jan Zobrist reports L&R financials are underbudget for February. Iron Wall is the new security company that will start in April. Coronado Shores ID Cards will increase from \$40 to \$50 per card starting April 1<sup>st</sup>.

**Facilities:** No Report.

**Landscape:** Jan Zobrist reports the trees that are pending removal are being held up by L&R as the committee arborist has concluded the trees are healthy but taking into consideration roots and hazards the roots may cause.

**Insurance:** Lisa Portnoff reports the next insurance meeting will be March 15<sup>th</sup> for workers compensation policy renewal.

**Beach Club:** Jan Zobrist reports the Beach Club was not able to hold many activities during the mask mandate. Activities resumed after the mandate lifted February 15<sup>th</sup>.

**Enforcement:** Lisa Portnoff reports the tree roots that were studied by Downstream found five areas or drains that need repair or replacement. The pump station permits are pending approval.

**Community Alliance:** Terry Zack reports the sculpture for the transition bike path is moving along to completion. The city Manager town hall meeting was postponed due to the mask mandate and covid surge for April 28<sup>th</sup>.

**Oversight Design Committee:** Perla Bustamante reports the progress of the renovation project. The veneer has been installed through the 8<sup>th</sup> floor and on unit front doors to the 7<sup>th</sup> floor. The tile, carpet and wallpaper are installed on all floors. Door trim finishes, trash rooms and elevator lobby call button panels are pending.

### **Unfinished business**

Wireless Antenna Update. The Manager provided an update regarding the wireless antenna. Qualtek. The Qualtek legal team is rewording the terms of termination of contract at our request to be able to get out of the contract for any reason.

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**Owner comments:**

Unit 709 reported that dogs have been inside pool areas lately. A rule against dogs being in the pool areas unless a service animal is already in place. The Board asked the manager to send a letter to L&R requesting to the general manager to enforce the existing rule.

The next meeting is the Board meeting will be Friday, April 22<sup>nd</sup> at 10:00 AM via Zoom.

There being no further business the meeting was adjourned at 11:12 AM.

Executive Session immediately followed the regular meeting. Items discussed include delinquent accounts.