

Coronado Shores Condominium Association #8 – El Encanto
Meeting of the Board of Directors
APPROVED MINUTES
May 19, 2017

The Meeting of the Board was called to order at 9:30 am in the Manager's office.

Directors Present: Sharon Lapid, Brent Yoder and Richard Ramsey. Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter and five homeowners (Bruce Mackie Unit 207, Jan Zobrist Unit 302, Don Bushell Unit 501, Elaine Marcus Unit 802 and Jeanne Angell Unit 1401).

Minutes of previous meeting: MOTION by Richard Ramsey, 2nd by Brent Yoder to approve the minutes of the March 17, 2017 Board of Director's meeting. APPROVED by a 4-0 vote.

Minutes of the May 5, 8 and 10, 2017 Board Executive Sessions: MOTION by Richard Ramsey, 2nd by Sharon Lapid to approve the minutes as provided. APPROVED by a 4-0 vote.

President Sharon asked the homeowners if they would prefer to speak now vs. waiting to the end of the meeting.

Elain Marcus reported on the Beach Club Committee as our representative: They are at budget for the year. Two new activities have been started; Bunco (every other Thursday) and Story Time where owners can share interesting stories about themselves. They are buying a hot dog machine for upcoming summer events and planning for the annual Fashion Show in August. Sharon Lapid also noted the L&R Committee is determining the best new Point-of-sale system for the Beach Club

Don Bushell, Unit 501, spoke about the diminishing condition of the building and complacent work of the building staff. He asked for changes to be made as the staff is not meeting expectations.

Building Maintenance and Repair Report

At this point the Board discussed our current building cleaning. The Manager provided the current plan using outside companies to perform the janitorial needs since the resignation of Hector and Angel. The Manager will collect the data on specific cleaning efforts and the time to accomplish them. The Manager is to contract with Infinity Staffing for two weeks to compare to the work being done now by Jani King.

Package Control

The Manager reviewed how packages are received, logged, stored and sent up to units when the residents are not here to collect their packages. Long term solutions were discussed such as "smart" package lockers as opportunities. Current luggage carts can be used for packages and the Manager was asked to purchase new carts for regular resident use. The Manager will create a new package policy for the Board to consider at its next meeting.

Resident Services

The Manager reviewed the process where residents approach the staff for assistance with an item in their unit. This may be to get something from a top shelf, fix a cabinet door, or do other small repair jobs. These services are valuable to the residents but take away time from the employee's normal work. The Board directed the Manager to start having all resident services requests come through the Front Desk and be logged. The Manager will provide a summary at our next Board meeting to determine if a resident services policy is needed.

Financial Report: The April 2017 financial reports were reviewed by our Treasurer Richard Ramsey and provided by the Manager. The Operating Account was \$18,157 positive to budget for the year. For expense categories, ADMIN expenses were \$1,124 under budget, BUILDING expenses were \$4,710 under budget, COMPLEX (L&R) expenses were \$6,718 under budget, PAYROLL expenses were \$5,073 under budget, our RESERVE contribution was at budget and UTILITY expenses were \$1,929 over budget.

The Reserve Account report for April 2017 was also provided. The Reserve Fund balance for May 3, 2017 was \$514,359. Anticipated expenses for 2017 include elevator repairs (\$35,000), various motors and pumps (\$2,000), exterior building spall repairs (\$20,000), Fire sprinkler engine & pump (\$70,000), renovation design fees (\$10,000) and other possible items (\$20,000).

The Manager provided the 2016 Financial Audit report from our CPA. MOTION by Brent Yoder to accept the 2016 Audit as presented. 2nd by Richard Ramsey. Vote 4-0 in favor, the motion passes.

The Manager provided an updated Reserve Study (the document that details all Association major equipment). The update details all major equipment, the cost to replace it and the remaining years of service we can expect from each item. There was no action to be taken as the report was informational only.

It was noted by the Manager that the Reserve Study also contains a line for L&R capital expenses for their major equipment and facilities. The repairs made to the tennis courts stemming from this winter's storms are an example of "un-planned" capital expenses that are paid to L&R from our Reserve Fund.

Building Maintenance and Repair Report

Brent Yoder (Landscape Representative) reported on the area in front of our building as a follow-up discussion to our last meeting. Since our March meeting the L&R Landscape committee removed a dead tree on the east of our garage entrance ramps, installed drip-irrigation and mulch at our front island and planted bird-of-paradise and other small plantings in the front of our building. They do have red/gold lantana plants from La Perla that could be used in our front island. The Board agreed and asked Brent Yoder to coordinate the planting. The committee cannot take on any more projects as this year's funding is already committed. The Board agreed to have the Manager purchase more mulch as necessary to complete the covering of the bare areas remaining in the front of our building.

The Manager reported the building population (units occupied) to be 78 for April and 70 for May. We have new owners for Unit 1501, Brent and Lane Bahl. The Air Pollution Control Department gave us a passing grade at our recent annual inspection while the Coronado Fire Department's annual inspection identified 4 minor items to correct.

We experienced no emergencies but did have 2 water leaks since our last meeting. A roof drain leaked at the mail room ceiling and was repaired. A water supply line to Units 1109 and 1108 also needed to be repaired.

Staff responded to 19 resident work requests, replaced a sprinkler shut off valve in the 7th floor stairwell, replaced the 09 stack laundry vent fan motor, painted the lower garage gates and performed the annual maintenance and painting of our roof-top cooling tower.

Contractors completed our exterior window wash on April 5th and completed the elevator counterweight work to even the weight between the elevator car and the counterweight.

Our Unit remodel season is almost done. We have three units completed: 1606, 1604 and 305; currently one in progress: 1105 plus two carpet/paint projects in 204 and 1004.

We had one building rule violation where an owner spray painted in their parking space leaving over-spray on the floor. The owner has been invoiced for the clean-up.

We received one complaint from Unit 505 about the El Camino pool area being very dirty. This was turned over to L&R for follow-up.

Committee Reports

L&R Sharon Lapid reported that a newly installed security camera system, that added 4 new cameras for a total of 10, provides much greater monitoring ability. Water use, primarily from the shut-down of the lagoon, has been down.

Facilities Sharon Lapid reported the Committee is still collecting information regarding the lagoon and possible designs. The Committee is talking to Landscape architects, designers and contractors to determine the best and most efficient way to proceed with this large, long term project. Construction work at the tennis courts to be completed by May 26th.

Landscape In addition to previously noted landscaping work in the front of our building, Brent Yoder reported the pool replanting was only done at some of the pools as the Committee's funds are committed to projects already approved for the remaining of the year. As they complete construction at the tennis courts, Hawthorne plants will be planted in front of the new fence near the street. Tree trimming is underway. The 3 trees that were recently removed because they were not doing well will not be replaced at this time.

Beach Club Elaine Marcus provided her report earlier in the meeting. Sharon Lapid noted that the Recreation Committees' new Interest Group, "More @ The Shores" has moved the campus Book Club from individual apartments to the Beach Club on the 3rd Tuesday of each Month at 10:30 am.

More @ The Shores is planning a Craft and Food Fair Saturday August 5th.

Health Club Sharon Lapid reported they voted to replace a broken recumbent bike.

Recreation Sharon Lapid reported the Insanity fitness class instructor left and there are no more classes scheduled. The Recreation Committee will be interviewing possible instructors for cardio, Pilates and barre classes. They now have a second ping-pong table and will place this at the Cabrillo pool during the summer on a trial basis.

Insurance No report.

Enforcement No report.

Community Alliance Sharon Lapid reported the Committee met with the City Mayor to request pedestrian crossing at Highway 75 to be only on the south side to minimize potential accidents from drivers turning north on 75 from the Shores. The Mayor will support this if a majority of the buildings vote to support this action. Sharon also noted the Committee has partnered with the City, Hotel Del and Caltrans to beautify the Highway 75 median from the Hotel Del to our southern edge of the campus. The City has agreed to fund the work and the Del is providing the landscape designer.

El Encanto Design Committee Sharon Lapid reported this Committee has narrowed their search to 3 Designers. They are looking at common area updates and ways to improve package storage and control. The goal is to have a clean and light “look” for the common areas with a coastal design.

Unfinished Business

Building package control procedures and policies were discussed earlier in the meeting.

New Business

Attorney resolution: MOTION by Sharon Lapid, 2nd by Lisa Portnoff to authorize and delegate its legal counsel, Epsten Grinnell & Howell to execute on our behalf all liens and assessment recovery activities as necessary. VOTE 4-0 in favor, the motion passes.

Homeowner Comments:

Bruce Mackie of Unit 207 spoke in support of a no-leash dog play area from 3-4 pm at the grassy area in the back of La Perla. 63 owners have signed up and the average number of dogs normally showing up is 12-14. He would like the Board’s support.

The next Board of Directors meeting will be Friday, June 16, 2017 at 9:30 am.

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

Coronado Shores Condominium Association #8 – El Encanto
Executive Meeting of the Board of Directors
DRAFT MINUTES
May 5, 8 and 10, 2017

The Board Executive Session was called to order at 9:00 am on May 5, 2017 in the Manager's office. Directors Present: Sharon Lapid and Brent Yoder. Richard Ramsey, Brian Shook and Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter.

Employee issues were discussed and staff was interviewed. The meeting was adjourned to May 8, 2017.

The Board Executive Session was called to order at 10:00 am May 8, 2017 in the Manager's office. Sharon Lapid was present. Brent Yoder, Richard Ramsey, Brian Shook and Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter.

Employee issues were discussed and staff was interviewed. The meeting was adjourned to May 10, 2017.

The Board Executive Session was called to order at 8:45 am May 10, 2017 in the Manager's office. Sharon Lapid, Brent Yoder, Richard Ramsey, Brian Shook and Lisa Portnoff attended via teleconference. Also attending: Manager Alan Aegerter.

Employee issues were discussed. There being no further business, the executive meeting was adjourned at 9:02 AM.