

# CORONADO SHORES LANDSCAPE & RECREATION COMMITTEE

## GENERAL SESSION MEETING August 16, 2018, 2:30pm, Roeder Pavilion

### MINUTES

1. CALL TO ORDER/ROLL CALL: Oliver McGonigle called the meeting to order at 2:40pm.

<u>ASSOCIATION</u>	<u>REPRESENTATIVE</u>
#1 Cabrillo	Jan Yanda
#2 La Sierra	Oliver McGonigle, <b>Chair</b>
#3 Las Palmas	Bill De La Pena
#4 Las Flores	Scott Nicoll
#5 El Camino	Carlos Bonacich
#6 La Playa	Don Smith, Treasurer
#7 La Perla	Blaine Bingham, Alternate
#8 El Encanto	Brent Yoder, Alternate
#9 El Mirador	Ken Sigelman
#10 La Princesa	Kathryn Grosnoff

ALSO ATTENDING: Jerry McDonald, L&R Management  
Missy Smith, L&R Management  
Katherine Wolf, L&R Controller

- Oliver McGonigle made introductions and remarked about the budget workshop that was scheduled to be held Monday, 8/13 in a closed session but was cancelled and is being discussed today in the open forum. In Executive session we discussed personnel budgeting within the budget and an update on 2 legal matters.
2. OPEN FORUM: The Committee received input from the following homeowners: Perry Koon, #3 – Beach Club pool issues with photos. Bob Garson, #3 – Situation at pools. Wendy Birnbaum, #6 – Quiet pool. Kevin McAuliffe, #10 – Potable water comment and suggestion. Judy Machado, #1 – Security and selling of items at the Beach Club pool. Laurie McCray, #6 – Beach Club bar/children. Joan Jarnagin, #6 – Same comments as everyone on pool issues (did not speak). Karen Perry, #5 – Davis-Stirling Act. Tom Vince, #10 – Master Association.
  3. APPROVE MINUTES: A **Motion** was made by Don Smith, seconded by Jan Yanda and carried to approve the minutes of July 19, 2018 General Session subject to checking the following: The question regarding the budget meeting vote. The vote was made in open session, to have the budget meeting in a closed session with a vote of 6-4. (Vote 7/0, #3, #7, #8 abstained) Motion Passed to approve the minutes of July 19, 2018.

4. CHAIRMAN’S REPORT: Oliver touched on how the L&R budget works off of economies of scale and briefed everyone on what the Capital Replacement Budget is for and emphasized that the vote is for the total amount (\$390k) not the individual items. Jerry then went over the ten (10) items that we might spend money on. Each item has to go through the Facilities group and then to the L&R Committee for approval to spend the money.

5. REPORTS:

A. General Manager’s Monthly Report:

Completed projects

- FY 2019 Budget
- Review Reserve Study
- Improve Computer Network
- Annual Audit of Financial Statements/in your next month’s packet for review.

Projects in progress

- Develop Standards of Service for L&R Staff
- Legal Review of Employee Handbook
- Update Employee Handbook

Projects planned

- Repair/Replace Exterior Wood at Beach Club
- Paint Boardwalk Perimeter Wall
- Develop Digital Library for L&R Office
- Replace the Parking Pass System

B. Financials: Jerry gave the following report on the Financial Statements through July 31, 2018.

INCOME:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Administration	\$ 875.00	\$ 812.99	\$ (62.01)
Assessments	\$1,225,448.98	\$1,225,480.77	\$ 31.79
Recreation	\$ 126,599.77	\$ 107,142.67	\$ (19,457.10)
Beach Club	\$ 138,000.00	\$ 169,611.92	\$ 31,611.92
<b>TOTAL:</b>	<b>\$1,490,923.75</b>	<b>\$1,503,048.35</b>	<b>\$ 12,124.60</b>

CGS:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Beach Club:	\$ 56,122.00	\$ 68,658.53	\$ 12,536.53
<b>GROSS PROFIT:</b>	<b>\$ 1,434,801.75</b>	<b>\$ 1,434,389.82</b>	<b>\$ (411.93)</b>

EXPENSES:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Administration	\$ 286,864.09	\$ 305,396.33	\$ 18,532.24
Landscaping	\$ 169,450.19	\$ 167,744.94	\$ (1,705.25)
Maintenance	\$ 294,972.08	\$ 306,183.94	\$ 11,211.86
Recreation-BC	\$ 90,601.21	\$ 113,170.05	\$ 22,568.84
Recreation-HC, RP, etc.	\$ 64,685.11	\$ 56,436.18	\$ (8,248.93)

Recreation-Utilities	\$ 201,900.00	\$ 193,993.35	\$ (7,906.65)
Security	\$ 248,941.69	\$ 235,648.27	\$ (13,293.42)
<b>TOTAL:</b>	<b>\$1,357,414.37</b>	<b>\$ 1,378,573.06</b>	<b>\$ 21,158.69</b>
 NET INCOME:	 \$ 77,387.38	 \$ 55,816.76	 \$ (21,570.62)

6. **ADVISORY GROUP DISCUSSIONS:** Jerry gave the following reports.

Beach Club Advisory Group – The group met on Tuesday, August 14, 2018. Jerry went over the financials in detail and answered questions. The weekly events were reviewed - Bingo and Line Dancing – continue to be successful with good attendance. Wednesday Social Hour – very well attended. Friday Night Dance – continues to have high attendance and more staff is needed. More advertising is needed for special events held at the Beach Club. The fashion show held August 9<sup>th</sup> had a fabulous turnout and was a great event. The group is looking into having a “Winter High Tea” event similar to the fashion show but not as elaborate. The next advisory group meeting will be Tuesday, September 18<sup>th</sup> at 10:00am in the **Beach Club**.

Landscape Advisory Group – The group met on Wednesday, August 15<sup>th</sup> at 8:30am and started with the walk around with these recommendations – at the main entrance plant 3/5g. Bird of Paradise and at the south entrance plant 35/1g. Dallas Red Lantanas. The landscape portion of the “Lagoon Maintenance Project” will begin in the first quarter of 2019. David Reed Landscape Architect was asked to design that portion of the project and will include the number of trees, shrubs, flowers, boulders and their placement. He will work closely with Jim Vitale on this project with the goal to make this beautiful, have it last 20 years and to come in under budget. Additional funds may be available for the south campus water feature. The next advisory group meeting will be Wednesday, September 19<sup>th</sup> at 8:30am/9:15am in the Underground.

Recreation Advisory Group – The group met on Wednesday, August 15<sup>th</sup> at 10:00am. The “Water Park Extravaganza” that was held August 11<sup>th</sup> on the Roeder lawn was discussed and next year plan to have that event in July. The annual Fashion Show was a wonderful event although more advertising is needed. It was suggested that we have a similar event but not as elaborate, a “High Tea”, in the first quarter of 2019 for the people who come for the winter months. Tilting umbrellas are needed for the tables so when the next order is placed we will switch around the umbrellas to accommodate where needed. The rules for tennis instruction were discussed and the tennis ball machine continues to be very popular. The BBQ’s and their countertops need to be looked at and repaired/replaced if necessary. The next advisory group meeting will be Wednesday, September 19<sup>th</sup> at **2:00pm** in the Underground.

Facilities Advisory Group – The group met on Wednesday, August 15<sup>th</sup> at 2:30pm. Jerry began the meeting with updates on the Lagoon Maintenance Project. Due to heavy equipment and boulders, it was suggested that we have a civil engineer look at the wooden vehicle and foot bridges. It was suggested that we combine the Recreation and Facilities meetings to one meeting. Next month we will have the

meetings back to back on a trial basis. The outside perimeter wall on Avenida Del Sol needs cleaning. The next advisory meeting is Wednesday, September 19<sup>th</sup> at 2:30pm in the Underground.

7. UNFINISHED BUSINESS

A. Lagoon Maintenance Project Update – Jerry gave an update on the project and met with Bear Valley Waterscapes and David Reed for and the task force to view Bear Valley financials, licenses and insurance at a pre-kickoff meeting. Next month will be the kickoff meeting and then they can pull permits and start the project by the end of September.

8. NEW BUSINESS

A. Approve 2019 Capital and Operating Budgets – Capital Replacement Budget - Oliver touched on how the L&R budget works off of economies of scale and briefed everyone on what the Capital Replacement Budget is for and emphasized that the vote is for the total amount not the individual items. Jerry then went over the ten (10) items that we might spend money on. Each item has to go through the Facilities group and then to L&R for approval to spend the money. A **Motion** was made by Bill De La Pena and seconded by Jan Zobrist to approve the Capital Replacement Budget(draft) in the amount of \$390,000 contingent on being effective after the building boards vote. (Vote 10/0) Motion Passed.

Operating Budget – Oliver explained again how we are in catch up due to the fact that we had no increase on last year’s budget and things have been deferred and not done that should have been done. (Inflation analysis handout) Jerry then walked everyone through the operating budget in detail. A **Motion** was made by Bill De La Pena and seconded by Carlos Bonacich to increase the Operating Budget by \$50,000 for the whole year contingent on a 90day study on security and a vote by the building boards. (Vote – 7/3, #1, #4, #6 no’s) Motion Passed.

A **Motion** was made by Bill De La Pena and seconded by Jan Yanda to form an ad hoc committee to study and give a report back to L&R on security procedures in the common areas within 90 days. (Vote – 9/1, #4 no) Motion Passed.

A **Motion** was made by Bill De La Pena and seconded by Ken Sigelman to approve the draft budget for assessment to the buildings of \$2,408,520. (Vote – 8/2, #1, #4 no’s) Motion Passed.

B. Response to Issues in Email – See page 21 for responses. (Attached)

9. NEXT MEETING DATE: **September 20, 2018 at 2:30pm** in the Roeder Pavilion.

10. ADJOURNMENT: **4:45 pm (Don-1st/Bill-2nd)**

Submitted By: \_\_\_\_\_

Approved On: \_\_\_\_\_