

CORONADO SHORES LANDSCAPE & RECREATION COMMITTEE

**GENERAL SESSION MEETING
September 20, 2018, 2:30pm, Roeder Pavilion**

MINUTES

1. CALL TO ORDER/ROLL CALL: Oliver McGonigle called the meeting to order at 2:35pm.

<u>ASSOCIATION</u>	<u>REPRESENTATIVE</u>
#1 Cabrillo	Jan Yanda
#2 La Sierra	Oliver McGonigle, Chair
#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	Beth Mulcahy-Elardo
#8 El Encanto	Jan Zobrist
#9 El Mirador	Ken Sigelman
#10 La Princesa	Kathryn Grosnoff

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

Oliver McGonigle opened the meeting stating that there had been an Executive Session prior to the L&R Meeting discussing contract, personnel and legal matters that was recessed in order to start the General Session and will reconvene after the L&R Meeting. Oliver made a motion to add to today's Agenda item #8, New Business, #B. Discussion on adding a temporary restroom to the tennis courts. Kathryn Grosnoff seconded the motion. (Vote 10/0) Motion Passed.

Oliver discussed the cleaning of the storm drains starting within 2 weeks to clean all the drains and try to remove the blockage leading to the seawall. This is handled through Enforcement and for your information only. Jan Zobrist will talk on the beginnings of the Security Ad Hoc committee.

2. OPEN FORUM: The Committee received input from the following homeowners:
Karen Perry, #4 – Tennis court bathrooms. Dora Wetherington, #5 – Bingo license at Beach Club. Cheryl Nicoll, #4 - \$50k for security (against it) and \$35k employee Beach Club. Ken Perry, #4 – Lack of comprehensive plan & budget detail. Jan Yanda, #1 – Silence Jan Yanda.
3. APPROVE MINUTES: A Motion was made by Don Smith, seconded by Carlos Bonacich and carried to approve the minutes of August 16, 2018 General Session subject to checking the following: Jan Yanda said that her vote to have the budget meeting closed was no. That was correctly registered as a no vote (Original Vote 6/4 - #1, #4, #5, #10-no's) and Jan Yanda also said she voted no on the motion to approve the Capital Replacement Budget \$390k contingent upon the building boards vote. (Vote 9/1, #1 no) Motion Passed (10/0) to approve the minutes.
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 August 31, 2018.

INCOME:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Administration	\$ 1,000.00	\$ 812.99	\$ (187.01)
Assessments	\$1,400,513.12	\$1,400,544.90	\$ 31.78
Recreation	\$ 148,399.73	\$ 124,656.67	\$ (23,743.06)
Beach Club	\$ 163,000.00	\$ 202,645.22	\$ 39,645.22
TOTAL:	\$1,712,912.85	\$1,728,659.78	\$ 15,746.93

CGS:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Beach Club:	\$ 66,356.50	\$ 85,524.22	\$ 19,167.72
GROSS PROFIT:	\$ 1,646,556.35	\$ 1,643,135.56	\$ (3,420.79)

EXPENSES:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Administration	\$ 339,447.65	\$ 359,942.25	\$ 20,494.60
Landscaping	\$ 193,657.36	\$ 189,488.99	\$ (4,168.37)
Maintenance	\$ 353,536.81	\$ 364,224.93	\$ 10,688.12
Recreation-BC	\$ 107,542.85	\$ 140,994.21	\$ 33,451.36
Recreation-HC, RP, etc.	\$ 76,983.70	\$ 65,856.35	\$ (11,127.35)
Recreation-Utilities	\$ 233,850.00	\$ 228,211.06	\$ (5,638.94)
Security	\$ 295,933.36	\$ 290,862.71	\$ (5,070.65)
TOTAL:	\$1,600,951.73	\$ 1,639,580.50	\$ 38,628.77

NET INCOME: \$ 45,604.62 \$ 3,555.06 \$ (42,049.56)

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

Beach Club Advisory Group – The group met on Tuesday, September 18th at 10:00am. Jerry went over the financials in detail and answered questions. The weekly events were reviewed. BINGO finances were discussed (handout). The 2nd Annual “Elvis” Tribute featuring Dean Z is planned for September 29th with doors opening at 6:00pm and the show beginning at 7:00pm. This will be a paid event and reservations are required. It was recommended that the Beach Club design a form to be filled out when a group activity is requested to be held at the Beach Club. Flyers need to be approved by a member of the advisory group prior to sending/posting in the community. The Maximum Capacity at the Beach Club is 160. The next advisory group meeting will be Tuesday, October 16th at 10:00am in the **Beach Club**.

Landscape Advisory Group – The group met on Wednesday, September 19th at 8:30am and started with the walk around with these recommendations – at La Sierra plant 10 flats of yellow Trailing Gazanias. At El Camino there is a Coral tree that needs to be looked at by an arborist. It was suggested that the Palms in the island in front of El Encanto be trimmed back and plant a couple of Red Sister Cordyline. The “Lagoon Maintenance Project” will begin Monday, 9/24/18 and the hardscape/landscape portion should be completed by the end of May 2019. It was suggested that during the demo phase that Jim Vitale be there to remove select plants that can be used elsewhere in the Community and to set up a nursery for them behind La Playa. There is an area on the south campus that could use any of the old boulders to prevent people from driving golf carts there. The next advisory group meeting will be Wednesday, October 17th at 8:30am/9:15am in the Underground.

Recreation Advisory Group – The group met on Wednesday, September 19th at 10:00am. A discussion began about the numbering of the tables and BBQ’s at the pools and how inconsistent it was. It should be the same at all the pools. The Health Club survived the summer but it was brought to attention that there is a flooring issue that needs to be repaired due to a leak in the men’s shower. Quarterly maintenance to be done on the equipment to extend the life of it. No more group orientations for using the tennis ball machine and for information on individual certification on the tennis ball machine, contact the Health Club. Beach Club events/activities are scheduled through the Beach Club manager and Roeder events are scheduled through L&R. Only Coronado Shores residents and their guests are allowed to attend and cannot be advertised in any way. The new Recreation Advisory Group Meeting time will be 2:00pm, directly before the Facilities Advisory Group Meeting. The next advisory group meeting will be Wednesday, October 17th at **2:00pm** in the Underground.

Facilities Advisory Group – The group met on Wednesday, September 19th at 2:30pm. Jerry began the meeting reporting on the storm drain cleaning project by Downstream that will begin Monday, September 24th and should be completed in ~3 weeks. Once completed, get on a 5year maintenance contract. Jerry then updated everyone on the Lagoon Maintenance Project beginning Monday, September 24th. Adding lights to tennis courts 4 & 5: a discussion started on the need for lights at those courts. The original estimate started at \$25k but due to a rebate being offered now the price is reduced to \$11k with the rebate. It was recommended that a temporary portable restroom be considered at tennis court #6 at a cost of \$259-\$299 per month until a permanent solution can be made. The next advisory meeting is Wednesday, October 17th at 2:30pm in the Underground.

7. UNFINISHED BUSINESS

A. Lagoon Maintenance Project Update – Jerry gave an update on the project and let everyone know that this project will begin next Monday (9/24). Jerry will update when possible through the building managers. Demolition will take approximately 8-10 weeks. The construction phase will begin after demo and take approximately 4 weeks. Hardscape/landscape portion of the project will

take ~2-3 months and should be completed by the end of May 2019. The Vehicle Bridge was inspected by an engineer and deemed safe for vehicles up to 27 tons.

B. Present 2018 Reserve Study – Oliver gave a handout on Asset Component Replacement Expense and went over in detail.

C. Approve 2019 Capital and Operating Budgets, Action – A Motion was made by Bill de la Pena and seconded by Beth Mulcahy-Elardo to approve the Capital Replacement Budget (\$390K) for 2019. (Vote 9/1 - #1 no) Motion Passed. A Motion was made by Bill de la Pena and seconded by Beth Mulcahy-Elardo to approve the Operating Budget for 2019. (Vote 6/4 - #1, #4, #5 no's & #8 abstained) Motion Passed.

D. Accept 2017 Auditor's Report, Action – Send any questions to Oliver McGonigle and he will follow up with a response for next month's agenda. A Motion was made by Beth Mulcahy-Elardo and seconded by Don Smith to accept the Auditor's Report as is. (Vote 10/0) Motion Passed.

8. NEW BUSINESS

A. Tennis Court Lights – A Motion was made by Beth Mulcahy-Elardo and seconded by Scott Nicoll to accept the proposal from American Power Solutions and to take advantage of the SDG&E rebate program at a net cost to us at \$11,030 with the condition that Beth M. reports back favorably and that the tennis interest group is in favor of the lights. (Vote 9/1 - #1 abstained) Motion Passed.

B. Discussion on placing a temporary portable restroom inside tennis courts #1-6. A Motion was made by Kathryn Grosnoff and seconded by Ken Sigelman to make the vote today. (Vote 7/3 - #1, #3, #5 no's) Motion Passed. (#1, #3 & #5 wished to take this motion to their boards before voting). A 2nd Motion was made by Beth Mulcahy-Elardo and seconded by Kathryn Grosnoff to move forward with the expenditure of a portable restroom at the tennis courts #1-6 and amended to include a 28day contract where we can opt out after that time. (Vote 7/3 - #3 no, #1, #5 abstained) Motion Passed.

9. NEXT MEETING DATE: **October 18, 2018 at 2:30pm** in the Roeder Pavilion.

10. ADJOURNMENT: **4:45 pm**

Submitted By: _____

Approved On: _____