

CORONADO SHORES LANDSCAPE & RECREATION COMMITTEE

GENERAL SESSION MEETING

March 18, 2021, 2:30pm, Zoom Conference Video Call

MINUTES

The numbering below tracks that of the agenda, whereas the actual order of consideration may have varied

1. CALL TO ORDER/ROLL CALL: Jan Zobrist called the meeting to order at 2:31pm.

<u>ASSOCIATION</u>	<u>REPRESENTATIVE</u>
#1 Cabrillo	Jan Yanda
#2 La Sierra	Oliver McGonigle
#3 Las Palmas	Robert Clinton
#4 Las Flores	Karen Perry
#5 El Camino	Carlos Bonacich
#6 La Playa	Don Smith
#7 La Perla	Alma Ronis
#8 El Encanto	Jan Zobrist, Chair
#9 El Mirador	Ken Sigelman
#10 La Princesa	Kevin McAuliffe

ALSO ATTENDING:

L&R General Manager	Jerry McDonald
Controller	Katherine Wolf (Moderator)
L&R Staff	Missy Smith

2. OPEN FORUM: 1) Trisha Trowbridge #5 – Pickleball location and spa fencing, 2) Carlos Bonacich #5 – Pickleball, 3) Kevin McAuliffe #10 – Pickleball noise.
3. APPROVE MINUTES:
A. General Session of February 18, 2021 – **Motion:** To Approve the General Session Minutes of February 18, 2021 made by Karen Perry and seconded by Jan Yanda. **(Vote 10/0) Motion Passed.**
4. REPORTS:
A. General Manager – Jerry reported on the lagoon, the tennis court fencing project, Covid protocol's for Health Club and Beach Club openings and pools and BBQ's.

*Procedure #2, Signature Authority, and bank signing authority need to be updated. The signers for the bank accounts will include Jerry McDonald, Oliver McGonigle, Don Smith, Jan Zobrist and Karen Perry. Update Procedure #2 to include authority for spending for Jerry, up to \$5,000.

B. **February 2021 Financials** – Katherine Wolf reported the financial information and answered questions.

<u>INCOME:</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Administration	\$ 0.00	\$ 280.00	\$ 280.00
Assessments	\$ 451,601.62	\$ 451,601.62	\$.00
Recreation/HC,RP, etc	\$ 24,166.68	\$ 15,229.00	\$ (8,937.68)
Recreation/Beach Club	\$ 41,666.66	\$.00	\$ (41,666.66)
TOTAL:	\$ 517,434.96	\$ 467,110.62	\$ (50,324.34)

CGS:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Beach Club:	\$ 17,637.28	\$.00	\$ (17,637.28)
GROSS PROFIT:	\$ 499,797.68	\$ 467,110.62	\$ (32,687.06)

EXPENSES:	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Administration	\$ 104,989.56	\$ 108,729.37	\$ 3,739.81
Landscaping	\$ 51,988.34	\$ 56,650.00	\$ 4,661.66
Maintenance	\$ 105,216.14	\$ 105,918.17	\$ 702.03
Recreation-BC	\$ 37,187.28	\$ 16,656.56	\$ (20,530.72)
Recreation-HC, RP, Etc.	\$ 23,016.38	\$ 18,653.96	\$ (4,362.42)
Security	\$ 94,900.00	\$ 101,468.62	\$ 6,568.62
Utilities	\$ 78,333.36	\$ 59,833.94	\$ (18,499.42)
TOTAL:	\$ 495,631.06	\$ 467,910.62	\$ (27,720.44)

NET INCOME: \$ 4,166.62 \$ (800.00) \$ (4,966.62)

*The confidential monthly financial reporting will be sent via email starting next month. (Reconciliation of the operating and capital spending budgets, operating budget to actual, bank statements, income and expense statement for the association's operating accounts and check register, monthly general ledger and delinquent assessment receivables reports.)

Motion: To Accept the February Financials as presented made by Robert Clinton and seconded by Karen Perry. **(Vote 10/0) Motion Passed.**

5. **ADVISORY REPORTS:**

A. Beach Club Sub-Committee – Jan Zobrist reported on the Beach Club meeting that took place on Tuesday, 3/19/2021. The Beach Club is ready to open when we get the go ahead. Any work to be completed at the Beach Club goes to the Sub-Committee first to give a recommendation to the L&R Committee for approval. There is proposed new furniture and artwork for the Beach Club, storage cabinets and a new name for the pool table room as well as lighting upgrades for the interior and exterior of the Beach Club.

B. Landscape Advisory Group – Jan Zobrist reported on the Landscape meeting that took place on Wednesday, 3/10/2021.

C. Governing Documents Ad Hoc Committee, Update – Karen Perry reported that in your packet, are the last 3 articles for consideration. Take a look at those articles and send back, to Robert or Karen, any comments or questions. At the next meeting you will be given a final draft copy from the committee and a letter that will outline the problems and concerns and the possible solutions.

D. Insurance Committee – Robert Clinton reported on the Insurance meeting that took place on Tuesday, 3/19/2021.

E. Recreation and Facilities Advisory Group – Oliver McGonigle reported on the FRAG meeting that took place on Wednesday, 3/17/2021.

6. **UNFINISHED BUSINESS:**

A. Fire Pit Tables for Beach Club, Discussion, Action – Jerry reported that he received an additional proposal, after last month's meeting, for two (2) commercial grade concrete fire tables to review. **Motion:** Do not purchase the reclaimed wood fire tables for \$12,000 and make a purchase order to purchase two (2)

concrete fire tables for \$6,000 made by Robert Clinton and seconded by Kevin McAuliffe. **(Vote 10/0) Motion Passed.**

7. NEW BUSINESS:

A. South Campus Landscape Improvements, Discussion, Action – **Motion:** To Accept the proposal by J. Vitale Landscape & Maintenance, Inc., NTE \$45,000, for the island feature for the South Campus landscape improvements made by Alma Ronis and seconded by Jan Zobrist. **(Vote 10/0) Motion Passed.**

B. Fencing for Swimming Pool Spas, Discussion, Action – Tabled.

C. Pickleball Portable Nets, Discussion, Action – Jerry reported that the FRAG recommended to use tennis court #6 for the two (2) pickleball courts and to give a budget of NTE \$1,500 to purchase portable nets and tape. **Motion:** To put two (2) pickleball courts (dedicated) on tennis court #6 on a 6-month trial basis, with a budget NTE \$1,500 to purchase 2 portable nets and tape made by Oliver McGonigle and seconded by Ken Sigelman. **(Vote 9/1, #5 no) Motion Passed.**

D. Furniture for Beach Club, Discussion, Action – **Motion:** To Officially name the pool table room “The Monte Carlo Room” made by Karen Perry and seconded by Alma Ronis. **(Vote 10/0) Motion Passed.** **Motion:** To Approve a budget of NTE \$35,000 for the furniture, artwork and mirrors to furnish the Beach Club made by Alma Ronis and seconded by Karen Perry. **(Vote 10/0) Motion Passed.**

E. Lighting Improvements for Beach Club, Discussion, Action – Jerry reported that some of the lighting is inadequate and behind the bar is out of code. **Motion:** To Approve a budget NTE \$6,000 to improve the interior and exterior lighting at the Beach Club made by Alma Ronis and seconded by Carlos Bonacich. **(Vote 10/0) Motion Passed.**

F. Storage Cabinet for Beach Club, Discussion, Action – **Motion:** To Accept the proposal from Quality One Contracting, Inc. NTE \$5,000 to build and install a storage cabinet for the Beach Club made by Alma Ronis and seconded by Oliver McGonigle. **(Vote 10/0) Motion Passed.**

G. Revised Capital Expenditure Budget, Discussion, Action – Jan Zobrist reported that there have been things that have come up that were not on the Cap Ex budget and that she would like to appoint a committee consisting of Karen Perry as chair, Don Smith, Oliver McGonigle, Robert Clinton and Jerry McDonald to make suggestions for the Capital Replacement Budget and report back at the next L&R meeting.

8. NEXT MEETING DATE: **Thursday, April 15, 2021 at 2:30pm, Zoom Conference Video Call.**

9. ADJOURNMENT: **4:30pm** – Moved to Adjourn meeting made by Jan Yanda.

Submitted By: 
Approved On: 