

# ***CORONADO SHORES LANDSCAPE & RECREATION COMMITTEE***

## **GENERAL SESSION MEETING**

**August 19, 2021, 2:30pm, Zoom Conference Video Call**

### **MINUTES**

1. CALL TO ORDER/ROLL CALL: Jan Zobrist called the meeting to order at 2:30pm.

| <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        | Jim Woolf                 |
| #7 La Perla        | Blaine Bingham            |
| #8 El Encanto      | Jan Zobrist, <b>Chair</b> |
| #9 El Mirador      | Ken Sigelman              |
| #10 La Princesa    | Linda Shenwick            |

**ALSO ATTENDING:**

|                          |                            |
|--------------------------|----------------------------|
| L&R General Manager      | Jerry McDonald (Moderator) |
| L&R Financial Controller | Mark Merson                |
| L&R Staff                | Cindy Bravo                |

2. OPEN FORUM: 1) Karen Perry #4 – BBQ and table reservations online.
3. APPROVE MINUTES:  
A. General Session of July 15, 2021 – **Motion:** To Approve the General Session Minutes of July 15, 2021 made by Oliver McGonigle and seconded by Jim Woolf. **(Vote 9/0, #10 abstained) Motion Passed.**

4. REPORTS:  
A. General Manager – Jerry reported on Beach Club and ID access card sales for July, the pool monitor program and Ave del Sol project update with roadway and north gate limited access times. The pickleball court is due to be permanently striped in October. The new BBQ's are due to ship in September and work needs to be done prior to arrival. **Motion:** To put the action item for the installation of the gas lines for the Cabrillo and El Camino pools on the August agenda made by Karen Perry and seconded by Carlos Bonacich. **(Vote 9/1, #1 no) Motion Failed.** \*Put this action item on the September meeting agenda with complete renovation plans, also add the memorial bench locations and costs involved for installation as an agenda item.

Robert Clinton reported on the meeting that took place with the Ave del Sol landscape ad hoc committee and the Hotel del project people.

- B. **July 2021 Financials** – Mark Merson reported the financial information and answered questions.

| <b>INCOME:</b>          | <u>Budget</u>          | <u>Actual</u>          | <u>Variance</u>     |
|-------------------------|------------------------|------------------------|---------------------|
| Administration          | \$ 0.00                | \$ 5,280.00            | \$ 5,280.00         |
| Assessments             | \$ 1,580,605.67        | \$ 1,580,605.67        | \$ .00              |
| Recreation/HC, RP, etc. | \$ 84,583.38           | \$ 113,031.10          | \$ 28,447.72        |
| Recreation/Beach Club   | \$ 145,833.31          | \$ 133,981.15          | \$ (11,852.16)      |
| <b>TOTAL:</b>           | <b>\$ 1,811,022.36</b> | <b>\$ 1,832,897.92</b> | <b>\$ 21,875.56</b> |

| <b>CGS:</b>          | <u>Budget</u>          | <u>Actual</u>          | <u>Variance</u>     |
|----------------------|------------------------|------------------------|---------------------|
| Beach Club:          | \$ 61,730.48           | \$ 60,811.89           | \$ (918.59)         |
| <b>GROSS PROFIT:</b> | <b>\$ 1,749,291.88</b> | <b>\$ 1,772,086.03</b> | <b>\$ 22,794.15</b> |

| <b>EXPENSES:</b>        | <u>Budget</u>          | <u>Actual</u>          | <u>Variance</u>       |
|-------------------------|------------------------|------------------------|-----------------------|
| Administration          | \$ 370,796.77          | \$ 413,967.63          | \$ 43,170.86          |
| Landscaping             | \$ 181,959.19          | \$ 225,278.10          | \$ 43,318.91          |
| Maintenance             | \$ 368,256.49          | \$ 403,336.03          | \$ 35,079.54          |
| Recreation-BC           | \$ 130,155.48          | \$ 100,197.44          | \$ (29,958.04)        |
| Recreation-HC, RP, Etc. | \$ 80,557.33           | \$ 74,016.37           | \$ (6,540.96)         |
| Security                | \$ 332,150.00          | \$ 384,700.92          | \$ 52,550.92          |
| <u>Utilities</u>        | <u>\$ 274,166.76</u>   | <u>\$ 256,351.15</u>   | <u>\$ (17,815.61)</u> |
| <b>TOTAL:</b>           | <b>\$ 1,738,042.02</b> | <b>\$ 1,857,847.64</b> | <b>\$ 119,805.62</b>  |

**NET INCOME:**                    \$    11,249.86        \$    (85,761.61)        \$    (97,011.47)

1. History of Copy Machine Contract Cost – Mark reported on this (see packet pages 11-12)
2. Old Base Cost Copy Machine Contract – Mark reported on this (see packet page 13)
3. Revised Base Cost Copy Machine Contract – Mark reported on this (see packet page 14)

**Motion:** To Accept the July Financials as presented made by Robert Clinton and seconded by Jan Yanda.  
**(Vote 10/0) Motion Passed.**

**Motion:** To receive from management, a spend plan of the budgeted amount of \$100,000, to complete the projects in an order of priority made by Linda Shenwick and seconded by Robert Clinton.  
**(Vote 10/0) Motion Passed.**

5. **ADVISORY REPORTS:**

- A. Beach Club Sub-Committee – Jan Zobrist reported on the Beach Club meeting held on Tuesday, 8/17/2021 and all activities that have been held and that are planned at the Beach Club.
- B. Landscape Advisory Group – Jan Zobrist reported on the Landscape meeting held on Wednesday, 8/18/2021.
- C. Governing Documents Ad Hoc Committee, Update – Karen reported that they have finished with the final draft of the Articles of Operation and the next step is to send that to the attorney for review.
- D. Facilities Advisory Group – Oliver McGonigle reported on the Facilities meeting held on Wednesday, 8/18/2021.
- E. Recreation Advisory Group, Update – Jan Zobrist reported on the Recreation meeting held on Wednesday, 8/18/2021. Pickleball and family activities are both doing really well.

6. **UNFINISHED BUSINESS:**

- A. 1<sup>st</sup> Phase Avenida del Sol Landscape Improvements, Action – Robert Clinton reported on the landscape project (pg. 16). **Motion:** To Approve the proposal from J. Vitale in the amount of \$10,473.66 for the 1<sup>st</sup> phase, Ave del Sol landscape improvements made by Robert Clinton and seconded by Jan Yanda.  
**(Vote 10/0) Motion Passed.**

7. **NEW BUSINESS:**

A. Draft FY 2022 Operating Budget, Information Only – Mark Merson presented the budget information and answered questions.

B. Draft FY 2022 Capital Expenditure Budget, Information Only – Mark Merson presented the budget information and answered questions.

8. NEXT MEETING DATE: **Thursday, September 16, 2021 at 2:30pm via zoom.**

9. ADJOURNED: **4:40pm**

Submitted By:



Approved On:

