

CORONADO SHORES LANDSCAPE & RECREATION COMMITTEE

GENERAL SESSION MEETING

April 18, 2024, 2:00pm, In-Person Underground/Zoom Conference Video Call

MINUTES

1. **CALL TO ORDER/ROLL CALL:** Robert Clinton called the meeting to order at 2:00pm.

<u>ASSOCIATION</u>	<u>REPRESENTATIVE</u>
#1 Cabrillo	Jan Yanda
#2 La Sierra	Oliver McGonigle
#3 Las Palmas	Robert Clinton, Chair
#4 Las Flores	Karen Perry
#5 El Camino	Carlos Bonacich
#6 La Playa	Jim Woolf
#7 La Perla	Beth Mulcahy-Elardo
#8 El Encanto	Jan Zobrist
#9 El Mirador	Irene Pedroza Airin (2:09)
#10 La Princesa	Linda Shenwick

ALSO ATTENDING:

L&R GM/Controller
L&R Administration

Mark Merson
Nathanial Maki, Lois Gawaran, Missy Smith

2. **OPEN FORUM:** 1) Maggie Freund #3 – Intercom system, cameras, and rules signage at pools. 2) Allan Leguay #6 – ID access card fee. 3) Trisha Trowbridge #5 – Yoga ending at the Shores.

3. **APPROVE MINUTES:**

A. General Session of March 21, 2024 – Motion: To approve the General Session Minutes of March 21, 2024, made by Beth Mulcahy-Elardo and seconded by Jim Woolf. **(Vote 10/0) Motion Passed.**

4. **REPORTS:**

A. Management Report – Mark gave an update on the status of projects in progress, completed, the amenities, departments and answered questions.

B. Review of March 2024 Financials – Mark reported the financial information and answered questions.

INCOME:	<u>YTD Actual</u>	<u>YTD Budget</u>	<u>Variance</u>
Administration	\$ 1,990.32	\$ 1,250.01	\$ 740.31
Assessments	\$ 829,248.57	\$ 829,248.57	\$ 0.00
Recreation/HC, RP, etc.	\$ 64,075.00	\$ 55,584.01	\$ 8,490.99
Recreation/Beach Club	\$ 87,451.05	\$ 87,783.26	\$ (332.21)
TOTAL:	\$ 982,764.94	\$ 973,865.85	\$ 8,899.09

CGS:	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Beach Club:	\$ 36,715.35	\$ 35,745.16	\$ (970.19)
GROSS PROFIT:	\$ 946,049.59	\$ 938,120.69	\$ 7,928.90

EXPENSES:	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>
Administration	\$ 172,346.97	\$ 171,698.48	\$ (648.49)
Landscaping	\$ 85,142.48	\$ 90,299.98	\$ 5,157.50
Maintenance	\$ 240,413.27	\$ 230,773.18	\$ (9,640.09)

Recreation-Beach Club	\$ 63,295.76	\$ 62,540.98	\$ (754.78)
Recreation-HC, RP, Etc.	\$ 38,356.59	\$ 34,303.90	\$ (4,052.69)
Security	\$ 121,470.76	\$ 120,249.99	\$ (1,220.77)
<u>Utilities</u>	<u>\$ 159,003.90</u>	<u>\$ 162,288.45</u>	<u>\$ 3,284.55</u>
TOTAL:	\$ 880,029.73	\$ 872,154.96	\$ (7,874.77)
 NET INCOME:	 \$ 66,019.86	 \$ 65,965.73	 \$ 54.13

- C. **Security Reports** – Nate reported on the security activity for the 1st quarter of 2024 and answered questions.

5. **ADVISORY REPORTS:**

- A. **Landscape Sub-Committee** – Robert Clinton reported on the Landscape meeting held on Wednesday, April 17th.
- B. **Recreation Advisory Group** – No recreation meeting in April.
- C. **Facilities Advisory Group** – No facilities meeting in April.
- D. **Beach Club Sub-Committee** – Joe Carney reported on the Beach Club meeting held on Tuesday, April 16th and said that it was a good meeting. Residents are happy with the band set up location and that this is one of the slow times of the year at the Beach Club.

6. **UNFINISHED BUSINESS:**

- A. **ERTC, Update** – Mark reported that as of 4/4/24 they were still processing the ERTC funds.
- B. **Lagoon Leak, Update, Discussion** – Mark reported that he was still working on getting a redacted RFP back out to the companies for another bid.
- C. **Common Area Parking Issues, Update, Discussion** – Nate reiterated that security would like the support of the L&R Committee on the towing issue. There needs to be enforcement because parking is being abused. Whether it be 1 citation for no decal/no permit and then tow or something else, we need to enforce the rules.
- D. **Master/Rehabilitation Plan & RFP, Update, Discussion** – Mark said that he has a loose outline started and he will finish when he gets back to the office.
- E. **2023 Audit, Update, Discussion** – Mark stated that the audit has been completed and he needs to set up a meeting with the auditor to go over it.
- F. **Fence for Public Parking Lot/La Perla Area, Discussion, Action - Deferred**
- G. **Air Conditioning for Health Club, Update, Discussion** – Mark stated that the air handler was recommended and should have been installed when the other work was done. **Motion:** To approve the the estimate from Phil's Mechanical in the amount of \$12,600 to install a new air handler made by Beth Mulcahy-Elardo and seconded by Linda Shenwick. **(Vote 10/0) Motion Passed.**

7. **NEW BUSINESS:**

- A. **Pool Equipment, Discussion, Action** – Mark explained that there were two emergencies that came up in between L&R meetings that needed to be repaired. The spa jet pump in the Roeder jacuzzi for \$3,965 and there were leaks in the El Camino pool pump room \$1,958. GL Pools repaired both. **Motion:** To ratify payment to GL Pools to repair the Roeder spa jet pump for \$3,965 and repair the leaks in the El Camino pool pump room for \$1,958 made by Beth Mulcahy-Elardo and seconded by Jim Woolf. **(Vote 9/0, #10 abstain) Motion Passed.**
- B. **Thermostats for Beach club and Health Club, Discussion, Action** – Mark presented three bids for replacing the Beach Club and Health Club thermostats for staff use and no longer allowing residents to adjust them. 1) Ecobee Smart Thermostat Premium (5) \$1,346.82, 2) Nest Learning Thermostat 3rd Gen (5) \$1,072.11, 3) Honeywell Commercial TC-500A (5) \$2,015.03. Mark recommended Ecobee. **Motion:** To approve the Ecobee Smart Thermostat Premium bid in the amount of \$1,346.82 for (5) thermostats made by Karen Perry and seconded by Linda Shenwick. **(Vote 10/0) Motion Passed.**
- C. **Pets, Animals, Service Animals Rule Revision, Discussion, Action** – General Counsel gave their suggested rule/language change pertaining to the L&R pet and animal policy and a form to use if the

procedure is implemented. **Motion:** Adopt the policy change as proposed by General Counsel made by Linda Shenwick and seconded by Robert Clinton. **(Vote 10/0) Motion Passed.**

- D. Conduct Emergency Business Electronically, Discussion, Action** – Mark presented Davis-Sterling information related to conducting emergency business electronically and recommended that the Committee adopt that procedure going forward to avoid having to approve expenditures after the fact for urgent items that come up between meetings. **Motion:** To adopt Civil Code Section 4910. No Board Action Outside of Meeting from Davis-Sterling made by Linda Shenwick and seconded by Jan Yanda. **(Vote 5/5, #1, 4, 5, 9, 10 yes, #2, 3, 6, 7, 8 no) Motion Failed. Motion:** To follow Davis-Sterling Civil Code Section 4910 for the next occurrence to use the electronic process made by Jan Yanda and seconded by Linda Shenwick. **(Vote 4/5, #1, 4, 5, 10 yes, #2, 3, 6, 7, 8 no, #9 abstain) Motion Failed.**

*Mark has the authority to follow the Davis-Sterling electronic approval procedure.

- E. El Camino Lap Lane Hours/Temperature, Discussion, Action** – The Committee agreed that the current pool hours/temperature for lap swimming remain the same.

8. NEXT GENERAL SESSION MEETING DATE: 2:00pm, Thursday, May 16, 2024, L&R Office In-person and via Zoom.

9. ADJOURNED: 3:45pm.

Submitted By:



Approved On:

5/16/24