

## Coronado Shores Condominium Association #9

### HILITES OF MEETINGS

#### BOARD OF DIRECTORS MEETING - APRIL 21, 2016

Directors Present: Sue Welch, President  
Bob Hendricks, Vice President  
Jon Schiff, Secretary  
Laury Graves, Treasurer  
Lloyd Sauter, Director

Also Present: Interested Owners (sign-in sheet attached to original minutes)  
Charlotte Jensen and Lauren Zinn, Charlotte Jensen & Associates  
Karen Oyanguren, General Manager, Eugene Burger Management Corp.

#### OPEN TIME FOR OWNERS

An owner inquired about the special assessment ballot for the plumbing repair/replacement. No other issues were mentioned by those in attendance.

#### FINANCIAL ISSUES

**Special Assessment Letter/Ballot:** Following a review and minor changes to the letter requesting approval of a \$1.8 million special assessment for repair/replacement of plumbing pipes, it was moved, seconded and unanimously carried to approve the letter for signatures and mailing.

**Delinquent Accounts:** Accounts receivable totaled \$16,189.37 on March 31, 2016.

**Impending Liens:** Upon motion duly made, seconded and unanimously approved, the Board authorized liens to be filed against APN 537-690-29-65 and APN 537-690-29-66 if the accounts are not brought current on or before April 24, 2016.

#### EL MIRADOR BUILDING COMMITTEE REPORTS

**Audit Committee Report:** Anne Hendricks submitted minutes of the March 15, 2016, meeting. At that meeting, due to her new position as Board President, Sue Welch resigned from the committee. Upon motion duly made, seconded and unanimously carried, Treasurer Laury Graves was appointed to the Audit Committee.

The review of the 2015 financial statements by Newman and Associates has been completed and submitted to all committee members and Board members prior to being mailed to the homeowners.

**Landscape Committee:** Sandy Strickland reported that the building received a Blue Ribbon from the Coronado Flower Show again this year. The committee is still working with Buena Vista Landscaping to determine the best course of action and plant selection within the authorized budget of \$3,500 for the entry area.

**Architectural Review Committee:** Recognizing Hal Aronson as the Chair, President Sue Welch appointed the following volunteers to also serve on the Architectural Review Committee: Glenn Welch and Jon Schiff.

It was suggested that the existing Remodeling Rules and Regulations be reviewed and that a window replacement policy containing more specific guidelines be considered.

**Hallway Renovation Bid Review Committee:** Charlotte Jensen reported that the Bid Review Committee, consisting of Glenn Welch, Jon Schiff and Jim Strickland, considered the evaluation sheets prepared by CJ & Associates that compared proposals from KL Murray Enterprises, White Construction and Nautilus General Contractors, Inc. in various areas. Cost estimates ranging from \$1,597,160 to \$2,218,926 did not include the \$919,902 additional costs for items to be purchased directly by the building or designer. Ultimately, the committee decided to recommend White Construction. Upon motion duly made, seconded and carried, the Board agreed to accept and approve the recommendation. Charlotte Jensen offered to draft letters to the bidders and a "letter of intent" inviting White Construction to participate as a team member on the hallway renovation project.

**Hallway Renovation - Mosaic Tile:** Ms. Jensen reported that it took six months to locate an exact match of the mother-of-pearl mosaic tiles applied on the lobby front desk and around the mirrors on each floor. The design budget estimated \$41,040 for this item. A proposal of \$25,460 (which includes a \$350 delivery charge) from Stone Systems was reviewed. Considering the difficulty to match what has already been installed and the inability to determine future availability, it was recommended that the proposal be approved. Upon a motion made, seconded and carried by Directors Welch, Hendricks and Sauter, the mosaic tile purchase was approved. Directors Graves and Schiff opposed.

**Hallway Renovation - LED lights:** Management reported that the lights located in the cove ceilings of the elevator lobbies are going out. Discussion took place regarding the best way to resolve the issue that is incorporated in the hallway renovation. Short and long term options will be investigated.

### OTHER COMMITTEE REPORTS

**L & R Landscape Sub-Committee:** Sandy Strickland reported that the shrub roses at the rear of the building were trimmed free of charge by Vitale Landscape, the service provider for the L & R common areas. To conserve water, the goal is to convert to drip irrigation throughout the community.

**L & R Committee:** Jon Schiff reported that all buildings have been notified that the Beach Club will be closed for about four days due to termite fumigation. It was also noted that the A/C compressor is not functioning. Cost for replacement, including the air handler, is about \$35,000.

Permits were obtained and work to replace the tennis court fencing should commence soon.

**Safety/Enforcement Task Force:** Karen Oyanguren reported that the ad hoc task force, consisting of building representatives (L&R representative or manager), L & R staff and Alex Calica of Allied Barton, completed reviewing and evaluating internal policies and enforcement procedures. Where deficiencies or inconsistencies were discovered, recommendations were made to help create a positive and safe environment for everyone living in, working at or visiting the community.

### NEW BUSINESS

**Insulate Roof Pipe:** To help maintain correct water temperature, it is recommended that the area of exposed condenser cold water pipes on the roof be insulated. Proposals reviewed ranged from \$8,000 to \$30,719 (high bid included additional work). Upon motion made, seconded and unanimously carried, the proposal from Landmark Mechanical was approved. The \$8,000 cost will be expensed from the Mechanical/Plumbing reserve.

**Project Management Proposal:** Glenn Welch and Management met with engineer John van Blerck of JVB construction Management, Inc. to review and discuss various projects. Mr. Van Blerck submitted a schedule of projects and an estimate to develop a scope of work, to prepare bid documents and to meet on site with contractors to obtain bids. Upon receiving bids, he will review and evaluate them and meet with the Board regarding recommendations.

Management recommended approval of \$7,150 to develop two separate sets of bid documents (replacement and epoxy lining) for the roof and sewer drain lines. In addition, approval of \$755 to review items in the water pump enclosure, develop bid documents for replacement of rusting steel components as needed to reduce brown coloring in potable water lines due to oxidation in the water was also recommended. Upon motion made, seconded and carried, the Board unanimously approved both recommendations. The total cost of \$7,905 will be expensed from the Mechanical/Plumbing reserve. The proposal in the amount of \$10,145 for the remaining projects will be considered in the future.

**DISH TV Contract:** Management reported that the five-year bulk TV service agreement with DISH will renew for another five-year term on April 1, 2017 unless written notice is provided 90 days in advance to either negotiate or cancel the existing contract. Management initiated inquiries with Time Warner and Direct TV (now merged with AT&T); however, she requested an Ad Hoc Committee be formed specifically for this issue. Sue Welch appointed volunteers Bob Hendricks and Jon Schiff.

### GENERAL INFORMATION

**Water Tank Replacement:** Even though there was an unforeseen delay with the crane, Western Fire Protection completed the tank replacement in 12 days. Dedicated personnel conducted "Fire

Watch” inspections around the clock (about 264 hours) until the system was restored. The wood lattice cover will soon be replaced.

**Garage Gates:** The two upper garage gates were recoated by El Dorado Coatings (\$2,920) using a two-part marine epoxy. Somers Fence removed the gates, installed a temporary fence, disassembled, transported, replaced small parts and reinstalled the gates (\$3,000). The total (\$5,920) was expensed from the Fences/Security reserve.

**LED Light Rebates:** Staff has begun replacing the T-8 fixtures with the new LED fixtures in the lower garage to be followed by replacement in the upper garage and both stairwells. Rebate requests may be submitted in stages as work is completed. The completion goal is December 31, 2016, to obtain the total rebate of \$17,170 to be credited against the materials cost (\$18,543.60).

**Window Washing:** The new agreement with Suspended Services, Inc. (*formerly P & T Window Washing*) to clean only the exterior windows and glass balcony sections at \$5,800 per service was approved effective immediately. Management will notify residents of the service date schedule.

### **BOARD OF DIRECTORS MEETING - JUNE 2, 2016**

Directors Present: Sue Welch, President  
Bob Hendricks, Vice President  
Laury Graves, Treasurer

Directors Absent: Jon Schiff, Secretary  
Lloyd Sauter, Director

Also Present: Interested Owners (sign-in sheet attached to original minutes)  
Jim Murrey, Eugene Burger Management Corp. District Manager  
Karen Oyanguren, General Manager, Eugene Burger Management Corp.

### **OPEN TIME FOR OWNERS**

An owner in attendance reported that they were very pleased with the way Hec’s Construction and Plumbing conducted themselves during the three to four days it took the crew to replace three kitchen drainpipes. Other questions, comments and suggestions regarding the plumbing issues and the request for the \$1.8 million special assessment were discussed.

Written correspondence reviewed and discussed included (1) a payment plan for the plumbing assessment and (2) a recommendation to terminate management due to a data breach. Appropriate written responses to each will be composed.

### **FINANCIAL ISSUES**

**Special Assessment Letter:** In an effort to clarify some questions regarding the special assessment for the repair/replacement of drain pipes, a follow up letter will be mailed to the owners and also posted in the building.

**Reallocation of Funds:** Management recommended that the 2015 excess operating funds of \$102,793.40 be allocated to the Fire/Safety Reserve current balance of \$18,726 in order to pay for the water storage tank replacement, the wood trellis roof removal/replacement and the extra labor costs for fire watch patrols. The grand total was about \$111,000. Other recommendations included:

\$7,776.97: transfer from Building Reserve into Lighting/Electrical (8160000) Reserve to offset <\$5,002>.

\$10,000: transfer from Misc. Reserve (8116000) into Landscape/Irrigation (8062000) Reserve to offset <\$6,852>.

Upon motion made, seconded and unanimously carried, the above fund transfers were approved.

**Reserve Study Accounting Update:** Proposals to perform the accounting update ranging from \$325 to \$725 were reviewed. Following discussion, it was moved, seconded and unanimously carried to approve the \$450 proposal submitted by Hartmann, Inc.

**Delinquent Accounts:** Accounts receivable totaled \$14,271.06 on April 30, 2016.

### **EL MIRADOR BUILDING COMMITTEE REPORTS**

**Audit Committee Report:** A meeting is scheduled for June. Discussion took place regarding combining the Reserve Study Committee and Audit Committee into a "Finance Committee". Upon motion made, seconded and unanimously carried, formation of a "Finance Committee" was approved.

**Landscape Committee:** Sandy Strickland reported that the committee will meet with Buena Vista Landscaping to select plant materials within the authorized budget of \$3,500 for the entry area.

**Architectural Review Committee:** Upon review of additional information, the committee approved a request for new solid glass panel windows (both fixed and sliders). The sliders would have a 42" high solid glass guard rail a few inches away from the window. Upon motion made, seconded and unanimously carried, the Board ratified the approval of the new solid glass panel windows with guard rails.

**Hallway Renovation Committee:** Upon motion made, seconded and unanimously carried, the Bid Review Committee members, consisting of Glenn Welch, Jon Schiff and Jim Strickland, were appointed as the Hallway Renovation Committee. They will work with White Construction and Charlotte Jensen to further value engineer the plans. A meeting in September is tentative.

**Ad Hoc "Bulk TV" Committee:** Mike Dabbar and Hal Aronson have offered assistance to Bob Hendricks and Jon Schiff regarding this matter. The current DISH contract expires April 1, 2017.

### **OTHER COMMITTEE REPORTS**

**L & R Landscape Sub-Committee:** Sandy Strickland reported That groups of several palms are "skinned" in different locations each year but that all will be completed over a period of time.

**L & R Committee:** Laury Graves will attend the June 16<sup>th</sup> meeting and, if needed, Bob Hendricks will be available to attend the July 21<sup>st</sup> meeting.

### **NEW BUSINESS**

**Recognition of Volunteer Service:** Following discussion, it was moved, seconded and unanimously carried to honor Gail Adams with a token of appreciation for her many years of community service.

**Epoxy Lining of Kitchen Drain Lines:** A water leak due to a cracked vent pipe was discovered and, upon opening the wall, it was determined that the cracked vent pipes extended to both units above and below. Due to the immediate nature of the problem, the kitchen drain pipes in all three units were replaced and the walls were repaired/painted; however, a proposal from NuFlow was obtained in the amount of \$51,800 to line two stacks (one wet drain pipe and one vent pipe).

**Electric Car Charging Stations:** NRG EVgo is not able to fulfill its agreement; however, free replacement stations from "ChargePoint", including two years of warranty network services, are available. An application has been submitted and more details will be provided at the next meeting.

### **GENERAL INFORMATION**

**Water Tank Replacement:** Work is completed. Including all related costs, the grand total of \$111,051 will be deducted from the Fire/Safety Reserve.

### **FUTURE MEETINGS**

Unless otherwise noted, the regular Board meetings begin at 9:00 A.M. on the third Thursday of each month. Therefore, future meetings are tentatively scheduled as follows: June 16; July 21; August 18; September 15; October 20; November 17; and December 15, 2016.