

## Coronado Shores Condominium Association #9

### BOARD OF DIRECTORS

### MEETING MINUTES

September 15, 2023

The meeting was convened by David Zacharias at 9:01 am on September 15, 2023

#### **Directors Present:**

David Zacharias, President

Irene Pedroza, Vice President

Luis Lozano, Treasurer

Elizabeth Hammond, Secretary by Zoom

Carlos Atri, Member at Large by Zoom

#### **Others Present:**

Rafael Estrada, Association General Manager

Robert Wright, Pro Tec

Homeowners by zoom

#### **Consent Agenda:**

Upon motions duly made, seconded and carried by the Board of Directors, the following consent agenda items were approved with the following changes:

General Board Meeting Minutes, August 18, 2023, approved.

Executive Minutes, August 18, 2023, approved as written.

#### **Delinquencies: Rafael Estrada**

9 units have minor delinquencies. One unit is delinquent 180 days and has not responded to telephone, email or text message inquires. This delinquent unit will be discussed with legal counsel, Elizabeth French. Another delinquent unit was sold 3 weeks ago. Elizabeth/Consortium will need to advise us how to deal with the debt from the former owner, since he no longer owns property.

Rafael will email those units not on autopay and provide them with the proper forms to set up autopay. He will consult with Consortium. Letters will be sent to delinquent owners again requesting payment.

**Financial Report.** Luis presented the summary finance statement.

Reserve currently has \$1,400,000.

2024 budget will be prepared and presented in October.

The summary financial statement is available on building link.

**Reserve study status:** Luis, David and Irene reviewed a proposal from Associated Reserves, Inc. to replace our existing reserve study contractor Barrerra. They were favorably impressed and seem likely to provide better forecasting. Barrerra will complete their study for the 3-year cycle in October, 2023. Board will then get two proposals for next 3-year reserve studies and make a decision.

**Accountancy Study:**

In accordance with federal and state law, Lara Accountancy has been hired to create a comprehensive review of our financial status as of December, 2023 and prepare and submit our state and federal tax forms. The results of this review will be available to the Board and the members of the Association when complete.

**President's report.**

SDGE interaction. Our issue has been submitted to the claims department. The forewoman claims department who replaced the second meter previously advised us, that the first meter was never checked for therm calibration but rather sent to be re-furbished and therefore not available to be tested. David sent another letter offering to provide cost comparisons at the time with other similar buildings to bolster our case.

**El Mirador Building Committee Reports:**

**Insurance Committee:** No report

**Renovation Committee(RC)- David Zacharias for Jack Hammond**

The remodeling committee felt that cost information provided by the contractor (J&J) was questionable. J &J was therefore dismissed. The committee decided that the best course of action was to hire a cost estimator to provide us with detailed

cost information to guide the committee and the architect. Two candidates were interviewed and Cumming, Inc was hired after board approval. The cost estimator will provide a detailed estimate of remodeling costs for various elements, including specification of the quality of materials involved. The estimate will be available in about 3-4 weeks. We anticipate significant savings by having cost estimation. The Remodeling Committee will work with the estimator and architect to then define what elements should be included and at what level of quality, given the input from owners. The architect will then complete the schematic design to a 60% level at which time the cost estimate will be refined so that the special assessment can be discussed with the owners at another townhall. Three pre-qualified contractors will be invited by the Board to bid on the remodeling and those bids will then be reviewed by the remodeling committee to choose the best contractor, with approval by the Board. Dates for these activities are yet undefined. More information with dates will be provided at the next board meeting on October 20, 2023.

David advised the Board (and those in attendance) that there are significant maintenance costs to be incurred, the timing and costs of which are uncertain but most likely some will have to be done soon. The costs associated with such action must be coordinated with the assessment for the re-model.

**Landscape Committee- Patricia Boer.** No report.

**L &R Committee Report- No report**

**Beach Club Advisory Report- Therese Abboud – No report**

**Enforcement Committee- Clare Conley-** See report

**Unit Renovation Approval Committee:**

Rudy Sanchez reported on a request from the owner of 307 who would like to move a washing machine to another drain line. Rudy reviewed this request. The proposed drain line has insufficient capacity to allow a washer to be installed. The owner will be notified and will have the option to present their request to the Board should he so desire.

**Maintenance Report- Rafael Estrada and Pro Tec**

**Fire Inspection Next Steps:**

The unit inspection revealed many defective sprinklers. Once Rafael and staff have that list, they will reach out to all owners to request prompt replacement of those sprinklers. Costs and appropriate vendor information will be provided.

**Exit Gates:** Issues with on/off switches in lower gate and spring in upper gate are being addressed by vendors

**Elevator repairs:** Schindler replaced the drive on Car 1 at cost to them of \$20,000. Car 1 is working well now. HKA elevator was hired to prepare a punch list of other issues to be presented to Schindler for repair.

**Security Camera Project:** A proposal for elevator cameras has been received and will be discussed by the Board.

**Pedestrian Doors:** All doors were inspected and serviced by ProTec.

#### **PROTECH Presentation**

Robert provided a detailed report which is available from the manager and will be uploaded to Building Link. There are many infrastructure repairs needed and the Board is committed to doing these repairs as quickly as possible. There is an on-going maintenance report in Building Link where the status of each repair is documented. Owners will have access to the open and closed Maintenance items.

1. Cooling tower elements need replacement using stainless steel due to rust. The variable fan drive is also being replaced.
2. Chemical Treatment housing and controller will be replaced by newly fabricated housing for the new controller. Support structure for the Spray pump motor will also be added.
3. Tempering Unit/ Closed Loop Pumps. Unit will be replaced by HURN Mechanical. They will also replace the Closed Loop Pump that is disconnected and then service the existing pump.
4. Rooftop fans have variable forms of access. Open ducts will have special access doors installed before winter.
5. Plumbing issues: Stack water valve inspections are being conducted in one unit in each stack. This should give us a good idea of status of the valves and water pressure of the main water supply lines in each stack. Some water lines are slow and so are drains. Review of some homeowner supply valves was done and found to be need of change:

- a. Management will create a program of inspecting all hoses and valves and identify which ones need replacing. It will also create a program for such changes to be made without liability to the HOA.
  - b. Owners should consider the purchase water leak monitors for each area (bathrooms, kitchens, bar sink). Recommended one: The Watchdog Water Alarm, Model BWD-HWA. Cost is \$12.48/unit on Amazon. Not locally available.
  - c. Turn off all water valves when you are away from your condo
  - d. Provide the name of your homeowner insurance carrier and agent to the staff so that they can easily be contacted in the event of a leak.
6. Roof: Two bids have been received for repairing the roof leaks.
- a. Patch existing leaks with contract for ongoing repairs
  - b. Replace roof membrane completely and have extended warranty to cover cost of any necessary repairs for 10, 15, or 20 years.

**Building Leaks:** Another leak occurred in #407 and is being mitigated. Rafael acted promptly along with ProTec to get the situation under control. The source of the leak has been identified and stopped. Damage to other units is ongoing.

Commented [MHI]: Should we mention that it was 407?

### Rules and Regulations

Elizabeth Hammond and Clare Conley are working on the rules and regulations. Rudy Sanchez is reviewing the unit remodeling guidelines along with Jack Hammond. The biggest issue is streamlining the fine structure and defining how such fines will be assessed. Elizabeth asked for other volunteers to help with the project.

### Old Business:

**Package Process:** Owners are returning their signed release to put packages into units when they are away. Those who have not done so should do it promptly.

**Complaints: None received. Note: please submit in writing as requested.**

**Owner feedback:** Received and noted.

### Adjournment:

There being no further business, the meeting was adjourned at 11:15 am.

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Elizabeth Hammond, Secretary

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Date

