

CORONADO SHORES LANDSCAPING & RECREATIONAL COMMITTEE  
REGULAR MEETING GENERAL SESSION  
MINUTES  
THURSDAY, MAY 20, 2010 – 2:30 PM – ROEDER PAVILION

I. Call to Order and Roll Call –By Chair, William Leonard, at 2:35pm.

<u>ASSOCIATION</u>	<u>REPRESENTATIVE</u>
#1 CABRILLO	WILLIAM LEONARD ( <i>Chair</i> )
#2 LA SIERRA	DOUG CRANE
#3 LAS PALMAS	AILEEN OYA
#4 LAS FLORES	GLORIA CADY ( <i>Alternate</i> ) (Arrived at Security Report) GEORGE KACHIGIAN (Arrived at Solar Heating)
#5 EL CAMINO	CARLOS BONACICH
#6 LA PLAYA	DEIRDRA PRICE
#7 LA PERLA	ED SACK ( <i>Treasurer</i> ) (Arrived at Solar Heating)
#8 EL ENCANTO	DON BUSHELL ( <i>Alternate</i> )
#9 EL MIRADOR	MARDI RUNNING
#10 LA PRINCESA	JULIUS LAVIANO

ALSO ATTENDING: Glenn Welch and Linda K. Hill for L&R Management; and, Katherine Wolf – Bookkeeper.

II. Approval of Minutes – April 15, 2010 General Session Minutes were approved as presented. (Aileen Oya / Mardi Running – 8/0)

III. General Manager’s Report – Glenn Welch reported.

- Financials.
  - Thru April 2010.

<u>Line Item</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>	<u>Fav/Unfav</u>
<b><u>INCOME:</u></b>				
Assessments	650,900.	650,922.08	22.08	Favorable
Admin	2,740.	2,669.30	(70.70)	Unfavorable
Recreation	7,202.	25,996.	18,794.	Favorable
Beach Club	39,006.	40,793.80	1,787.80	Favorable
<b>TOTAL:</b>	<b>699,848.</b>	<b>720,381.18</b>	<b>20,533.18</b>	<b>Favorable</b>
<b><u>COST OF GOODS SOLD:</u></b>				
Beach Club	28,285.	34,506.	(6,221.)	Unfavorable
<b><u>EXPENSES:</u></b>				
Admin	125,763.	132,774.63	(7,011.63)	Unfavorable
Landscape	85,676.	78,184.74	7,491.26	Favorable
Maintenance	141,044.	139,356.02	1,687.98	Favorable
Beach Club	31,348.	28,171.66	3,176.34	Favorable
Recreation	27,192.	30,117.50	(2,925.50)	Unfavorable
Utilities	98,211.	96,229.77	1,981.23	Favorable
Security	128,264.	129,465.79	(1,201.79)	Unfavorable
<b>TOTAL:</b>	<b>637,498.</b>	<b>634,300.11</b>	<b>3,197.89</b>	<b>Favorable</b>
<b>NET INCOME:</b>	<b>34,065.</b>	<b>51,575.07</b>	<b>17,510.07</b>	<b>Favorable</b>

\$12,914.53 of \$103,600 budgeted for the year, has been spent on Capital Replacement projects through April.

There will be some turnover in the Health Club due to one Attendant moving away and another attending a summer school program. Schedules will be adjusted and overlap shift hours will be reduced to bring the Health Club budget into line.

- Operations

- Maintenance

- Monthly Projects. A handout was reviewed. It was noted that the storm drain runoff was diverted to an existing sewer line at the El Camino Pool in an effort to be environmentally conscious.

*(Gloria Cady, #4 Las Flores Alternate, arrived at the meeting)*

- Security

- Monthly Violations. A handout was reviewed. During April, there were: 99 Pool Rules violations; 234 Property/Boardwalk Rules violations; and, 171 Parking violations. Violations by type and building were also reviewed. L&R Reps asked for a break down of vehicle bootings by building.
- Assistance to Door Staff. AlliedBarton has agreed to amend their contract to provide assistance to the building door staff in an emergency. The Patrol Officer will stand by in the lobby of the building, but will not become personally involved in the incident. The Patrol Officer has been authorized to use the security cart to hasten his arrival at the building calling for assistance.
- Summer Pool Officers. AlliedBarton will provide summer pool officers from mid-June to mid-August, and on the Memorial Day Holiday Weekend and the Labor Day Holiday weekend from 11:30am to 7:30pm daily. They will log barbecue and table reservations at the pools. L&R Reps asked that the summer pool officers be trained to be courteous and welcoming with minimal disturbance to residents and their guests using the pools.

#### IV. Committee Reports

*(Gloria Cady, #4 Las Flores Alternate left the meeting)*

*(George Kachigian, #4 Las Flores L&R Rep, arrived at the meeting)*

*(Ed Sack, #7 La Perla L&R Rep, arrived at the meeting)*

- Sub-Committees

- Conservation. There was no general report on behalf of the sub-committee.
  - Solar Heating of Beach Club Pool – **Decision**. Glenn Welch reported. A bid from Dodd & Associates – Consulting Engineers was presented, proposing structural engineering services consisting of a final review of the solar panels load, the layout on the Beach Club roof, site visits to verify their proper location, and a stamped and signed report addressing the additional load on the Beach Club roof for the Sun Chaser system (the low bidder at \$29,628 using sand anchors) for a total of \$2,500. A similar report for the Son Energy system (the high bidder at \$42,237 not using sand anchors) would be an additional \$2,500.

**MOTION: Made by George Kachigian with a second by Aileen Oya to award a contract to install a solar heating system on the Beach Club roof to heat the Beach Club Pool to the low bidder Sun Chaser at \$29,628 using sand anchors. VOTE: Yes – 3; No – 7. Motion failed.**

**MOTION: Made by Mardi Running with a second by Julius Laviano to:**

- √ **Accept the bid by Dodd & Associates to provide an engineering study and certification letter at a cost of \$2,500, and if the report is positive;**
- √ **Award a contract to install a solar heating system on the Beach Club roof to heat the Beach Club Pool to the high bidder, Son Energy at \$42,237.**

**VOTE: Yes – 9; No – 1. Motion passed.**

Glenn Welch was directed to ensure the system is covered by the Shores' property insurance.

- Emergency. Linda K. Hill reported.
  - 5/17 CPR/AED Training at Roeder Pavilion. The Coronado Fire Dept. conducted CPR/AED training and certification to 24+ residents and employees in a morning and an afternoon session on March 23, leaving 24+ residents and employees on a wait list. Those on the wait list were trained and certified by the Coronado Fire Dept. in a morning and an afternoon session on May 17. Training was excellent.
  - May/June CERT Program at Roeder Pavilion. 25 residents and employees began a 5-week 5-module CERT Training Program on Wednesday May 19 for five consecutive Wednesdays ending June 16. All ten buildings and L&R will have CERT trained residents and employees at the end of the program. The Coronado Fire Dept. is offering the training at no charge. There are additional residents and employees on a wait list.
- Beach Club. Therese Abboud did not attend. Glenn Welch reported. The L&R Committee recognized Bud Forrest on April 29 for subsidizing the Dixieland Band entertainment at the Beach Club once a month. Bud was presented with engraved martini glasses and a bottle of Bombay Sapphire. The major activity at the Beach Club in April was the Potato Party which generated a profit of \$500. Glenn Welch was directed to contract for a termite inspection of the entire Beach Club structure.
- **Advisory Groups - Recommendations**
  - Recreation. Chair Felicia Bell did not attend. Draft Minutes from the group's May 17 meeting were handed out and reviewed.
    - Yoga Agreement and Use Fee. Mardi Running, Co-Chair, reported. The L&R Committee voted to suspend enforcement of the 60/40 Participation Ratio Policy thru March of 2011. Subsequently, a clause was added to the Yoga Use Agreement renewing May 1, 2010 imposing a fee for the use of the Roeder Pavilion based on resident vs non-resident participation. The Recreation Advisory Group recommends the L&R Committee vote not to impose a fee for the use of the Roeder Pavilion by Yoga while the 60/40 Participation Ratio Policy is not being enforced. Pros and cons were discussed.

**MOTION: Made by Deirdra Price with a second by Don Bushell to renew the Yoga Use Agreement without imposing a fee for the use of the Roeder Pavilion during the period of time the 60/40 Participation Ratio Policy is not being enforced. VOTE: Yes – 7; No – 3. Motion passed. The Use Agreement will be revised.**

- Landscape. Chair Don Smith reported. A Report to the L&R Committee was handed out. There were no draft meeting Minutes as the Landscape Advisory Group did not meet for a formal meeting this month. They met in the field to continue inspecting the grounds.
- Tree Trimming Bids. Glenn Welch reported. Two bids were submitted, proposing to trim 231 Mexican Fan Palms and 4 Phoenix Reclinatas/Senegal Date Palms. Greenbrier Lawn & Tree Expert Co. Inc. had the low bid at \$6,985. San Diego Tree Care had the high bid at \$8,225. The General Manager recommended Greenbrier based on prior experience.

**MOTION: Made by Doug Crane with a second by Aileen Oya to award a contract to Greenbrier to trim 231 Mexican Fan Palms and 4 Phoenix Reclinata/Senegal Date Palms for \$6,985. VOTE: Yes – 10; No – 0. Motion passed.**

- Other Committees

- Insurance. Chair William Leonard reported. Employee benefits renew August 1. The committee will meet in early June to review bids with the broker. The approved coverage will be shared with the Managers at their meeting later in June.
- Enforcement. Chair Doug Crane reported. The committee met on April 30. Due to the winter storms and the Easter Sunday earthquake, there has been significant erosion of the sand and some movement of the seawall. Ninyo & Moore was contracted to perform an inspection and engineering study of the seawall. The report has not yet been received. The committee has had no response to their letter to the City regarding the maintenance of the beach fronting Coronado Shores. Glenn Welch will contact the Public Works Director. There was a brief discussion about who is responsible for the stairways, the boardwalk, and the seawall. The property lines are unknown, but the City and Coronado Shores do have an understanding.

## V. Unfinished Business

- Non-Photo ID Cards Implementation – **Update**. Glenn Welch reported. A problem was encountered in that the cards cannot be activated at the front gatehouse kiosk as planned because there is no internet capability with the current software/hardware. New equipment is not cost effective. The Patrol Officers have been trained how to activate the cards from the Underground. Managers and Doorpersons need to be trained how to activate the cards before the program can be implemented. To begin, each building will receive 15 non-photo cards. The Managers meet on May 27.
- Del Sol Kiosk Glass Bid – **Discussion**. Glenn Welch reported. A bid for \$1,622 was presented by Complete Glass Service proposing to install tinted tempered glass in the del Sol entrance gatehouse to give the appearance of being manned. The General Manager was directed to get a bid to tint the existing glass. If the bid is more cost effective, by consensus the L&R Committee approved moving ahead and tinting the existing glass.

## VI. New Business

- Procedure #12 (Internal Audit) – *Amendment*. Ed Sack reported. The L&R Treasurer proposed amending Procedure #012 to add at #11. Data Security and Back-Up Recommendation. The Treasurer explained his reasons for ensuring security software is active on all L&R PCs and that critical L&R data is backed up on separate media that is securely stored.

***MOTION: Made by Ed Sack with a second by Aileen Oya to amend Procedure #012 as proposed. VOTE: Yes – 10; No – 0. The motion passed.***

- Procedure #12 (Internal Audit) – 2010 Audit Results. Glenn Welch reported. Procedures #3, #4, #5, #6, #7, #9, #11, and #12 (as modified) were in full compliance. Action was taken to bring Procedure #1 into compliance. Procedure #10 was previously voided. Modifications were proposed to Procedures: #2. 2.(b) – “bank authorized” will be added to “L&R Committee Member(s)”; #8. 7. – “This line item is reduced at the time the Associations are invoiced” will be removed; #13. – “Violations will remain on the L&R Agenda until action taken is reported by the Association” will be added.

***MOTION: Made by Ed Sack with a second by Mardi Running to approve all proposed modifications, AND, to approve the findings of the Internal Audit as reported. VOTE: Yes – 10; No – 0. Motion passed.***

- Proposed Rule Change – Photo ID Card for *GUEST*. On behalf of the Exceptions Committee, Carlos Bonacich reported. The Exceptions Committee is concerned that the L&R Committee may have lost some control over the issuance of Photo ID Cards generally and to “Guests who stay overnight in the unit” specifically since the L&R Committee voted to remove the limit on the number of Photo ID Cards that could be issued to a unit. It appears that those who sign the Authorization Form for a Photo ID Card believe that since there is no limit on the number of cards, the qualifications for obtaining a Photo ID Card no longer apply. This concern is based on the fact that many whose exceptions request was denied now have Photo ID Cards. A list of examples was shared verbally. The Exceptions Committee proposed a change to the Rule, adding that “Guests who stay overnight in the unit” “cannot be San Diego residents”. After a lengthy discussion, the L&R Reps agreed that enforcement of this rule starts at the building with the Manager and Doorperson. They agreed to take this concern to their boards for further discussion and input. This issue will be put on the June Agenda. In addition, L&R Reps directed that each and every ID Card should be swiped at each facility to ensure the ID Card is *active* – the Pool Officer is not to open the gate for residents and their guests merely because they show an ID Card.

**VII. Oral and Written Communications**

- Violation Enforcement Updates - By Building. None.
- Trisha Trowbridge, El Camino – Shared the May 12 Eagle Journal news article highlighting interviews with Bill Krisel and Yvonne Barnum about the Easter Sunday earthquake and its effect on Coronado Shores.

**VIII. ADJOURNMENT: At 4:40pm.**

Submitted By: \_\_\_\_\_

Approved On: \_\_\_\_\_