

**REEF GATE WEST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
September 18, 2021**

Upon notice duly given and received, the General Session Meeting of the Reef Gate West Homeowners Association Board of Directors was held on Saturday, September 18, 2021, via Zoom video conferencing.

DIRECTORS PRESENT: John Sullivan - President
Mark Lauria - Vice President
Cindy Furman - Secretary
Sam Saul - Member at Large
Ernie Garcia - Member at Large
Hugh Batten - Treasurer (absent)
Vito Borruso - Member at Large

**REPRESENTING TSG
MANAGEMENT:** George Gustave - Account Executive

HOMEOWNERS PRESENT: Chuck Hartman arrived at 8:30 a.m.
Dale Behnke - #31

Call to Order

The meeting was called to order at 8:02 a.m.

Minutes – General Session

A motion was made by Vito Borruso, seconded by Cindy Furman to approve the minutes from the July 31, 2021, General Session Meeting submitted as amended. The motion passed (6) to (0).

Financials

A motion was made by Vito Borruso, seconded by Sam Saul to approve the July/ August 2021 Financials pending audit. The motion passed (6) to (0).

***Swimming pool-about \$3000.00 spent getting lights working properly. Spa light is too bright.... try to get a lower lumen rating on LED in spa. TSG to contact Bill Boumen to inquire as to fixes.... he will try a cover for the light to see if that works.*

Onsite Manager Report

Jim Flores gave his onsite manager report.

- Terminix to look into bed bug issues.
- When we go into units the HOA should leave a note re: date and time of entry.
- Water below complex due to Casa leak. Pictures were taken and sent to the Casa Maintenance.
- Unit #35 was notified of their storage unit number
- Need additional bar at main entrance for lock boxes.
- Communication that lock boxes must go on Corto bar-nowhere else. If installed elsewhere, it will be cut off.
- "A" Gutter complete!
- Unit 35 to be charged \$900.00 for restoration cost.

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Parking Issue - 31 RGW - Dale Behnke

The issue at hand is parking a large truck against the wall which also has major water pipes coming out of the wall. HOA requested Mr. Behnke park his oversized truck in his second stall for safety precautions as any damage to this pipe would shut down the HOA for a while until repairs could be made. Mr. Behnke refused to accept this request and said that he had the right to park in any of his spots. Mr Behnke is the original owner for 43 years and has been parking in this spot with the same vehicle for 20years. He builds these types of buildings as his profession, so he fully understands the issue. He noted that ANY vehicle could hit this pipe. He recommends we protect the pipe by installing a pipe guard. He shared photos with the Board on his idea on installing a metal cage around the pipe to protect it. Mr. Behnke will be obtaining a price and offered to install the cage. John explained why the HOA is concerned about the parking in this space.

Dale and Vito to meet and coordinate all issues.

Also, he recommended a product called Bentonite which is used to stop leaks in walls. The HOA is attempting to figure out the source of water. One area not checked is the landscape PVC going down Corto - "C" building supply line.

Landscape – Ernie Garcia

Ernie thanked Robin Saul for doing such a great job with landscape.

TSG did not follow up on change out windows in pool room. John Miller was requested to replace the window. The committee would like a timelier response from John Miller. Does TSG have another window company that could replace the window? TSG to communicate with Ernie directly.

KPFF-Structural Observation

The Board discussed the use of KPFF (forensic structural engineer) to provide a report on some areas of concern withing the community. Their cost is \$2,000.00 to perform services.

The areas to address are the following:

- B Garage Corner
- B Garage by Casa side.

A motion was made by Vito Borruso, seconded by Cindy Furman to approve the Proposal of KPFF for \$2000.00 (accept modifications) Modify to answer only SB 323 deck inspection for NTE \$3000.00.

DISCUSSION: Sam suggested all buildings to be reviewed. Do we need to do SB 323 Inspection given the structural design of the buildings? John talked to Coastal Resource and feels that the inspection is unnecessary as board approved cosmetic repair and sealing the cracks and perform further observation. "B" building garages has remained the same for 25 years.

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JOHN: Do not have inspection done and have concrete fixed and observe w/ current contractors. If, after observing, and cracks continue he would like to go to the owners and ask their opinion as to what they would like to do.

Chuck:

Discussed "B" building pillar cracking and recommends further review. He did not feel that the entire HOA should be reviewed.

Cindy: Would like to move forward with B Building investigation.

There being no further discussion, the Motion was approved (5) to (1) with John Sullivan.

SEND CONTRACT TO MARK TO SIGN.

Casa Leak

Chuck Hartman noted that he has a picture of the pipe coming out of "A" Storage to share with board. It was noted that the Casa shut down their water and it stopped. Chuck left at this time.

Unit Intrusion

The Board reviewed the intrusion into #29 from the tenant of #35. Vito addressed the issue and what occurred. It was noted that the tenants were evicted immediately.

TSG was requested to obtain the tenant information from #35 asap. A letter is to be sent that the HOA needs to receive information anytime a tenant changes in the unit. Also, their bicycles need to be put in the B Garage racks and they cannot use the guest parking for their large truck.

Gate Cards

The Board discussed the issuance of gate cards as this was never decided.

A motion was made by Vito Borruso, seconded by Cindy Furman to institute the same criteria for issuing cards as is currently used for keys including. Two cards can be issued at \$50 per card, then any additional cards are allowed at one per year at a cost of \$100 per card. The motion was approved ((6) to (0).

Janitorial Contract

A motion was made by Vito Borruso, seconded by Sam Saul to approve a monthly increase to Personal Touch Janitorial contract in the amount of \$301. The Motion was approved (6) to (0).

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Patrol One Report

The Board reviewed the patrol report presented by Patrol One. It was noted that the package did not include the entire report. Management to request that Patrol One send the entire report for the next Board Package.

Management Directives

- Follow up on receiving Plumbing fees for Unit #35
- Follow up with Jim Flores on the status of Unit #41
- Input copies of leases in the Board Package
- Obtain a signature from 72 on the entire set of rules

Hard Flooring Rule Discussion

The Board discussed the hard flooring rule/criteria.

1. Must have top of line/approved soundproofing
2. Must inform onsite manager regarding soundproofing so it can be reviewed.

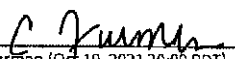
Annual Election

It was noted that Mark Lauria, Cindy Furman, and Sam Saul are up for election. The Annual Meeting will be set for December 11, 2021.

Adjournment

There being no further business to come before the Board, the meeting adjourned at 11:00 a.m. The next meeting is set for October 16, 2021, 8 a.m. via Zoom

Attest:


C. Furman (Oct 19, 2021 20:09 PDT)

Signature

Oct 19, 2021

Date