

**REEF GATE WEST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
December 11, 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, December 11, 2021, via Zoom video conferencing.

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

**REPRESENTING TSG
MANAGEMENT:** George Gustave - Account Executive
Jim Flores - Onsite Manager

Call to Order

The meeting was called to order at 11:50 a.m.

Rodney Estle - dog issue in #56.

- Dog was under weight limit when they brought it to the property but is now over the acceptable weight limit.
- Now there is another dog in unit.
- Rodney's tenant is upset due to the noise created by the dogs.

Vito noted that the Board understands his issues and noted that the Board has limited authority and will proceed per the current Rules & Regulations.

John Sullivan read pet rule to the Board. He requested a hearing ASAP as this was not the first occurrence. Management will prepare a letter and note a \$25 per day fine for continued violation of the rules regarding pets. The owner will be requested to remove the dog immediately due to the weight limitation and number of pets. Owner to respond by December 12, 2021, on how they plan to resolve this matter.

A motion was made by Mark Lauria, seconded by Vito Borruso to authorize TSG to send a letter to unit 56 regarding the dog situation as noted:

1. 2 Dogs
2. Weight limit-over.
3. Attach previous letters.

Cease & desist immediately and prove that this has complete. The motion passed (5) to (0).

Minutes

A motion was made by Vito Borruso, seconded by Sam Saul to approve the November 13, 2021, minutes. The motion passed (5) to (0).

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Financials

A motion was made by Vito Borruso, seconded by Cindy Furman to approve the financials for November 2021, pending audit. The motion passed (5) to (0).

- Workers Comp-need to see audit!!
- Special Assessment to begin 1/1/2022 to be billed \$500 monthly for 7 months upon vote of the membership.
- Move 45K out of B of A asap and move to Merrill? No
- The Special Assessment funds will be deposited into the Merrill Lynch Reserve Account.

Jim Flores

- C Building electrical done in 3 hours. John Miller found the parts needed for the repairs to the breaker. DLE Lighting and Electrical preformed work.
- #50/56 Plumbing
- #35/29 Plumbing
- Marilyn Stone-called re-water pressure.
- Jim to get combo lock for garage trash gate.
- Should we tighten down nuts in breakers every couple of years?

Late Fee Removal

Management was instructed not to write off any late fees per homeowner request until all payments are made and account is current.

Management to send letter stating that if the owner signs up for auto debit, then HOA will waive late fees as long as they stay current. Also, owner must supply contact other than yourself.

A motion was made by Mark Lauria, seconded by Vito Borruso to have a letter sent to 6H-00068-1 to make ensure to keep their account up to date and waive late charges when paid in full. The motion passed (5) to (0).

Elevators

A motion was made by Mark Lauria, seconded by Sam Saul to approve the proposal submitted by Specialized Elevator for three phones in the elevators in the amount of \$2,028.00. The motion passed (5) to (0).

Building B Parking

John Sullivan addressed the parking next to the mainline pipe. He noted that he offered to switch spaces with the owner as he has a smaller vehicle. Dale Behnke to contact John Sullivan to switch spaces. Jim Flores noted that he measured random spots, and some are less than 100 inches. Jim noted that Mr. Behnke has a bigger space.

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Adrienne's Contract

A motion was made by John Sullivan, seconded by Vito Borruso to increase Adrian's contract by 5% for landscape and maintenance. The motion passed (5) to (0).

Patrol Contract

A motion was made by Vito Borruso, seconded by Sam Saul to approve the contract with Patrol One with Mark Lauria to negotiate terms. The motion passes (5) to (0).

- *Need details on how to safelist.*
- *Need to email procedure to member*
- *Management to inform Mike Bancroft.*

C BUILDING Structural Repairs

It was noted that Chuck Hartman is working with another contractor to bid the repairs noted in the structural engineer's report.

Unit 57

Management sent a copy of the CC&Rs requesting that the owner sign them and return to management. Did we receive anything back from the owner? Have they communicated with Jim Flores or George Gustave? Management to send this information by email with a return read receipt. The Board needs to discuss the tile in their bedroom as well.

Adjournment

There being no further business to come before the Board, the meeting adjourned at 1:03 p.m. The next meeting is set for January 22, 2021, 8 a.m. via Zoom

Attest:

Signature

Date