

**REEF GATE WEST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
March 6, 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, March 6, 2021 via Zoom video conferencing.

DIRECTORS PRESENT: John Sullivan - President
Mark Lauria - Vice President
Cindy Furman - Secretary
Vito Borruso - Member at Large
Ernie Garcia - Member at Large
Sam Saul - Member at Large

DIRECTORS ABSENT: Hugh Batten - Treasurer

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

ALSO PRESENT: Jim Flores - Onsite Manager

Call to Order

The meeting was called to order at 8:00 a.m.

Minutes – General Session

A motion was made by Vito Borruso seconded by Sam Saul to approve the minutes from the January 16, 2021 General Session Meeting as submitted. The motion passed (6) to (0).

Financials

A motion was made by Vito Borruso, seconded by John Sullivan to approve the financial statements for period ending January 2021 pending audit. The motion passed (6) to (0).

TSG to discuss cyclical budget for known payments throughout the year with Hugh Batten. TSG to supply sample for the Boards review.

Manager Report – Jim Flores

- Couple of kitchen line issues
- Marcello working with Robin Saul on Community Projects
- "A" building decking on 2nd and 3rd floor is bad peeling paint – possibly due to weather/salt/etc. Possibly perform work in September.
- Entry gate phone – now working. A wire was disconnected in the C Building telephone locker

Train noise

The Board noted that the City is working on resolving the train horn issues and will possibly have more info in April.

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A Building Plan – Robin Saul

- Marcello doing an excellent job working with Robin on this project. He has been performing maintenance and repairs.
- John Sullivan noted that he approved upgrades to Bldg. A.
- New Bricks will be sitting in C building open parking space.
- Marcello has not been working any extra hours as it is all within the scope of his current hours allotted to Reef Gate.
- Planter box in C Parking needs to be dug out due to root issues. Robin will re-purposing the current plants that are being removed.
- Red brick on planters should be replaced
- Vito Borruso discussed burying the exposed pipe & redoing landscape.
- John-current plant material give an added level of security. This area is also a dog walk area and poop/pee in this area. Also, this is a hangout for surfers.

- Robin – Picking up carpet roses for corner. Geraniums to be removed.
- Piling side – installing plants, then decide what to do with hardscape & Reef Gate sign
- Corto Lane – The oleander on C parking lot was cleaned and trimmed to 3 feet to encourage new growth. Wants to communicate w/Casa to let them know what we are doing. Robin to see how this works and possibly do this in other areas.
- Marcello – He should not be in Palm trees!
- C Building beautification panels – on hold.
- Board thanked Robin for her fabulous work in upgrading the community.

Committee Structure

Mark Lauria submitted an updated Committee Structure chart. It will also increase spending authority of the Facilities Committee, upon approval of the Board President, to \$5,000. Also, it will extend the spending authority of the Landscape Committee to \$10,000 upon approval of a Board Officer. This will only pertain to the Facilities and Landscape Committees.

A motion was made by Mark Lauria, seconded by Ernie Garcia to approve the Committee chart as presented. The motion passed (6) to (0).

Entry Gate Maintenance

The Board discussed entering into a gate maintenance contract. At this time Adrian will be asked to lube the gates periodically.

Hard Surface Flooring Underlayment

At this time Joe Warner (57) and Mark Lauria (63) presented their findings as to the use of underlayment for hard surface flooring and sound issues related to this installation.

It was noted that Unit 63 used Proflex under the hard surface flooring

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Mr. Warner noted when there was carpet prior to #63 moving in, it was loud. With tile there is not much noise difference. He still hears the same noises as before with carpet. President Sullivan would like to perform further testing. It was noted that this was already performed. Mr. Warner noted that you would hear utensils dropping but it is not on a continual basis.

Mr. Warner did note the day-to-day construction in #63. Workers still in unit after flooring was installed and sound was not unusual. Without tile the noise was terrible- once underlayment and tile were installed it was much better. Board wants to inspect 57 and 69 for noise. The Board wants to ensure further testing is performed as this will extend to the entire HOA.

Dog Barking Complaints

The Board discussed a barking dog complaint from a tenant occupied unit. It was noted that one of the complaints received was directed at a unit that is rarely occupied. The other was from a unit above the occupied unit. The owner has sent multiple sound bytes of the dog barking periodically. The Board noted that it was random and not a constant barking. It was also noted that Animal Control has been notified again. The owner will be asked to submit any documentation received from this complaint as they were onsite March 4 for about 10 minutes. Management is to set up a meeting with the complaining party, Unit owner above, John Sullivan, and Sam Saul in an attempt to resolve this matter.

The Board addressed the issue between 2 units with regards to a barking dog. The complaining party is very upset and has called Animal Control twice. The owner of the unit submitting complaints feels that the dog in the neighboring unit is too large. The Board verified that the February vet record shows that the dog is not out of compliance.

Management to obtain another update on the dog's weight as it appears to be young and potentially growing past the weight limitations. The owner also agreed to meet with Board representatives and the owner of the dog.

Roofing Discussion

Vito reviewed new system-Karnak. It is a roof coating that can be installed over the current roofing system.

- Color-suggested white-another option is Tan. Due to roofs being seen, tan is better option
- Elevator C & B need to be included
- No less than 14 nor more than 30 days to complete all building
- Satellites on B building – Jim to notify which ones stay
- Includes removal of abandoned solar system on C Building
- Can put solar panels onto this system

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Approve JJ Roofing for Karnak with the following items needed:

- More funds for price increase
- More funds for elevator towers
- More funds for permits
- To be done in September/after Labor Day
- Board to review roofing system installed by Karnak recently prior to giving approval

A motion was made by Vito, seconded by Mark to approve \$120,000 for the installation of the Karnak roofing system by JJ Roofing and also authorize up to \$20,000 to authorize the Chair of the Facilities Committee and Board President to approve the final bid. The motion passed (6) to (0).

The Board will discuss the need for a Special Assessment to cover the cost of the roofing system.

#58 Request for reimbursement

- Travertine
- Carpet
- Under sink repairs

Both contracts supplied by the owner are doing floor in entire unit. The HOA originally installed linoleum in the units. Per CC&R Section 16(a) the HOA only covers original construction.

A motion was made by John Sullivan, seconded by Mark Lauria to approve a response to the owner of Unit 58 noting CC&R Section 16(a) in reference to the original condition clause and recommend that they take care of this through their own insurance. Note all items that have been performed in the unit to date. The motion passed (5) to (0).

Adjournment

With no further business before the Board, the meeting adjourned at 11:15 a.m.

Attest:

Signature

Date