

**REEF GATE WEST HOMEOWNERS ASSOCIATION  
GENERAL SESSION MEETING MINUTES  
April 17, 2021**

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Upon notice duly given and received, the General Session Meeting of the Reef Gate West Homeowners Association Board of Directors was held on Saturday, April 17, 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 Cindy Furman to approve the minutes from the March 6, 2021 General Session Meeting as submitted. The motion passed (5) to (0).*

**Sam Saul arrived at the meeting.**

**Asphalt Project**

The Board reviewed the bid from AMS Paving for the visitor parking and scope of work. Upon approval, Vito Borruso will review the layout of the striping.

*A Motion was made by Vito Borruso, seconded by Mark Lauria to approve the AMS Paving proposal for \$6,839 per quote #TR21-118 to rework the guest parking in front of the C Building. The motion passed (6) to (0).*

**Financials**

The Board tabled the financials for January and February until Hugh Batten has reviewed the information. Also, management to discuss cyclical budget for known payments throughout the year with Hugh Batten. TSG supplied a sample to the Board for review.

**A/C Units Review**

The Facilities Committee presented information with regards to the research on adding A/C units to the balconies of owners. One concern was the electrical load being placed on the electrical lines and whether the breakers could handle it. It was noted that when

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permits are pulled the owner will be required to perform a load test. John Sullivan was against allowing patio A/C units due to the noise factor. He would like to keep the current policy of allowing "in window" A/C units. The Facilities Committee to further research and report back to the Board regarding the following:

- Electrical Load
- Noise Level
- Aesthetics of having units on patios.

**Smoking Ban**

The Board discussed the proposed CC&R/Rule and Regulation with regards to banning smoking in the community. Vito Borruso would like to limit smoking to inside units and patios.

**Vito Borruso left at this time**

*A Motion was made by Sam Saul, seconded by Mark Lauria to create a rule for "No Smoking" areas in the pool, "A" deck, and "C" deck. The Board discussed the various areas and made an amendment to the motion.*

*A motion was made to amend the motion to create a rule for "No Smoking" only in the pool area and the "C" deck. The motion passed (5) to (0).*

TSG Independent will work on the verbiage of the rule and Mark Lauria will purchase the signs.

**Manager Report – Jim Flores**

- Jim Flores noted that he filed a police report on 4/16/21 with regards to two individuals entering the community and breaking into a Mustang in the "B" Garage. The Board asked Management to investigate the following:
  - Can the gate company set up something to allow management to see what cards are being used
  - Obtain a cost from Telcom Tec for license plate recognition cameras (Jim is meeting with Telcom Tec and will obtain this cost).

*A motion was made by Mark Lauria, seconded by Cindy Furman to change out 2 cameras to license plate recognition cameras and to authorize Jim Flores and George Gustave to explore 2 readers for the garage to allow for further tracking. The motion passed (5) to (0).*

Specialized Elevator – "A" building elevator door is warped per Specialized. John Sullivan to review the proposal, discuss with Specialized, and approve the work if necessary.

**Casa Romantica Tree Issue**

Sam Saul addressed the Casa Romantica tree view blockage issue. He will follow up with Jonathan Lighthouse from the City of San Clemente. He would like to have

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Summers & Murphy Landscape Architects to be at the next meeting with the City. City seems to be backing and protecting the Casa due to it being a historical and cultural location in San Clemente. Sam will attempt to set up another meeting to further discuss. Management to attempt to locate the exact property lines as it was felt there was an easement on the Casa side of the property and the trees could possibly be in that easement. It was noted that John Sullivan never received a response to a letter that he had sent to the Casa. Sam Saul will address this directly with the City.

The Board commended Sam Saul for his diligent work on this project.

**Patrol One Discussion**

The Board discussed Patrol One leaving the property without performing all of the post orders and not informing anyone of why this occurred. Patrol One needs to be sent a letter that they are violation their contract terms and post orders. Management reviewed the post orders, and it was noted that they are incorrect. The prior post orders will be pulled, and any discrepancies will be addressed with John Sullivan to ensure the correct post orders are on file. Management to set up a meeting with owner of Patrol One as soon as possible

**Delinquencies**

The Board reviewed current delinquencies.

Director Sullivan noted that there still needs to be reimbursement letters sent to a couple of owners for repairs to units. Management to CC President and Treasurer anytime a reimbursement is made by an owner.

**B Building Leak**

John Sullivan updated the Board on the ongoing search for a leak in the B Building parking. It is currently being tracked down and could be a major issue if it requires shut down of the entire community to repair. The process of investigating for a leak in the blue pipe was explained to the Board as it would involve the City to shut off water and the HOA to close old valves that have not been used for some time. This could expand to a major project. Further updates will be given.

**Adjournment**

With no further business before the Board, the meeting adjourned at 10:06 a.m.

**Attest:**

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**Signature**

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**Date**