

**REEF GATE WEST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
October 16, 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, October 16, 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
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 September 18, 2021, General Session Meeting submitted as amended. The motion passed (6) to (0).

Minutes

A motion was made by Sam Saul, seconded by Vito Borruso to approve the October 8, 2021, minutes. The motion passed (4) to (0) to (2) Cindy Furman & John Sullivan.

Financials

A motion was made by Vito Borruso, seconded by Mark Lauria to approve the financials for September 2021 pending audit. The motion passed (6) to (0).

Reviewed Managers Report:

A motion was made by Vito Borruso, seconded by Sam Saul to accept the managers Report. The motion was approved (6) to (0).

Doheny Bid #60166

A motion was made by Mark Lauria seconded by Sam Saul to approve bid #60166 for Doheny Plumbing for NTE \$80,000.00 to replace the water mainlines. The motion passed (6) to (0). Vito Borruso and Mark Lauria to work with Doheny on this project.

AMS needs to do Asphalt.

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October 16, 2021**

Gate Repair

Board reviewed Integrity Access Estimate 9588 \$8350.00 for repairs to the B Garage Gate as they feel it is in bad shape. Management to hold on this proposal at this time.

Windows

Bathroom adjacent to pool rec room and the rec room window need to be changed. John Sullivan to provide measurements for the rec room window and will also get Adrian to repair maintenance room one pane window.

Patrol One

Management was requested to invite the owner of Patrol One to the November meeting. Management to pull post orders. Director Batten will also factor in an increase to the budget for Patrol One.

Audit/Tax Preparation 2021

A motion was made by Mark Lauria, seconded by Vito Borruso to approve the VanDerPol & Company Audit/tax preparation for 2021 in the amount of \$1,275. Management to be clear with VanDerPol with regards to the Boards expectations. The motion passed (6) to (0).

Plumbing Reviewed

Management was instructed to bill back all owners discussed with regards to plumbing issues reviewed by the Board.

Management to follow up on the toilet replacement at #61 with Walter Switzer. Was it done?

Structure Review

Homeowner Chuck Hartman addressed the report provided by KPFF with regards to the building issues. Recommendation was to fix issues-feels it is due to weather and ocean front conditions. The Board will move forward on cost estimates to complete the work.

POD Authorization

Rich Merck-POD Request was approved to be in a guest parking space for up to 3 days. TSG to inform the owners.

Sublease of Unit

Unit 41 sublease was reviewed by the Board. It was noted that the issue was to be resolved by the end of September. Jim Flores to verify and TSG will send an email to the owner to follow up.

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PTC HOLIDAY POLICY.

The Board requested that Management authorize Personal Touch to give Fred the following days off w/pay:

- 4th of July
- Labor Day
- Thanksgiving
- Christmas
- New Years

Personal Touch is requested to revise their contract and present it to Reef Gate. Management to contact Personal Touch and see what the cost associated with this request would be.

Valve Replacement-Second Phase

The Board discussed the procedures for the replacement of the valves. Water will be shut down for 3 days. Internal valve work will be performed after the Holidays.

Adjournment

There being no further business to come before the Board, the meeting adjourned at 9:35 a.m. The next meeting is set for November 13, 2021, 8 a.m. via Zoom

Attest:

Signature

Date