

**REEF GATE WEST HOMEOWNERS ASSOCIATION
GENERAL SESSION MEETING MINUTES
January 22, 2022**

Upon notice duly given and received, the General Session Meeting of the Reef Gate West Homeowners Association Board of Directors was held on Saturday, January 22, 2022, via Zoom video conferencing.

DIRECTORS PRESENT:

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

**REPRESENTING TSG
MANAGEMENT:**

George Gustave	- Account Executive
Jim Flores	- Onsite Manager
Chuck Hartman	(8:50 am)

Call to Order

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

Organizational Minutes

A motion was made by Sam Saul, seconded by Vito Borruso to approve the organizational minutes dated 12/11/21. The motion passed (6) to (0).

General Session Minutes

A motion was made by Sam Saul seconded by Vito Borruso to approve the December 11, 2021, general session minutes as amended. The motion passed (6) to (0).

Annual Meeting Minutes
-as amended.

Financials

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

Financials-2021

- MV Major plumbing into separate account-for water main.
- Separate account for Roofing replacement.
- WORKMANS COMPENSATION:
 - No deductible.
 - \$2,300/quarter billing.
 - No Limitation on claims.
 - 100 K per incident.
 - 500 K for disease issues.
 - NO PAYROLL-why does reimbursement show up on audit. (John was on audit)

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- **Pay for 1st Quarter subject to refund from W/C. (did we get it?)
- **Set up meeting with Alera to discuss Worker Comp.

A motion was made by Vito Borruso, seconded by Sam Saul to pay the first quarter worker comp based upon further research and reimbursement. The motion passed (6) to (0).

Mark Lauria-Reorganize Agenda

Jim Flores & Mark Lauria met with Adrian as they will perform a weekly meeting. Jim will be the point of contact with Adrian and will provide him a priority list to follow.

Jim Flores also met with Personal Touch to discuss Fred.

Goals

- Have regular meetings with Vendors.
- Get Structure and good process in place so it is easy to follow and understand.
- Board to ask Robin Saul to assist with reviewing finished work in the complex

It was noted that there are timing issues when using John Miller. Vito to discuss these issues as well as request he provide bids and quicker billing.

Chuck Hartman – B Building Repairs

Chuck Hartman (homeowner) gave his resume to the Board, so everyone understood his qualification to oversee the B Building repairs. He noted issues with water intrusion and the problems it could cause. Currently, it is difficult to find contractors willing to work on condominiums. Western Specialties Contractors is largest contractor that does this kind of work and reviewed this project for recommendations. Gave proposal on job between \$8,000 minimum up to \$23,000 maximum dependent on findings. This could also change if they find something further. They should also review the water flow on patios.

A concern was noted that the scope of work is too broad and was felt that the areas should be filled and concreted. Will it be sufficient to keep water out and stop further issues? It was also noted that a “band aid” approach to projects should be avoided and perform proper repairs based upon professional consultation.

Chuck was asked what happens if rebar does not get addressed properly? The company hired to investigate specializes in this type of repair. When steel is rusted it compromises the structure. These areas have been patched in prior years and they should be completed properly. Chuck noted that he felt the contract was appropriate based upon his review. It was noted that he is an owner and is also concerned about costs. Ernie felt it is appropriate to perform the work to better the community. He also felt that someone should monitor the work being performed so the hourly rate does not

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get out of control. Chuck noted that he would oversee the project. Cindy stated that she appreciates Chucks efforts in assisting with this project. The amount allotted to this project from the assessment was \$50,000.00.

A motion was made by Vito Borruso, seconded by Cindy Furman to approve the contracts for Western Specialties & Solid Rock for \$225,000 plus 10% contingency for additional work to be paid from Reserves. The motion passed (5) to (0) to (1) with John Sullivan.

Management to contact John Miller to remove the scaffolding.

Hard flooring

Chuck to meet with Vito and Mark about upper unit hard flooring.

Onsite Manager Report

- The electrical inspection of the meter clusters was bid by DLE in the amount of \$1,900.00. Vito Borruso will work the Jim to approve this under his authority.
- Move camera in.
- #24 has original surface on balcony-flooring needs waterproofing. HOA to pay entirely if original flooring is in place. Take off carpet, inspect deck & replace any rotten wood. There is a \$300.00 allowance for carpet replacement.
- Card reader
 - Option 1 - invalidate current cards & issue new cards. \$6.72 per card or \$2800 for 400 cards.
 - Option 2 – Order two card readers and cards.
 - Option 3 - Look into FOB's.... Jim and Vito to research. Facilities committee.

A motion was made by Sam Saul, seconded by Ernie Garcia to approve the gate card reader system in the amount of \$7,000 with Vito and Jim to finalize. The motion passed (6) to (0).

- Cameras are working well. Vito and Jim to work on camera location change.
- Vito and Jim to work on slurry of the A/B parking area.
- Plumbing valve replacement - move forward on this project with Doheny.
- Two Tesla's plugged in at same time and blew the breaker.
 - **NO more electrical use in garage except for necessities. Lock up outlets.
 - **NO Electric charging in garage due to age of wiring.

A motion was made by Vito Borruso, seconded by Sam Saul to not allow electrical use in garages except for necessities. All outlets will be locked. Also, no electric vehicle charging in garages due to age of wiring. The motion passed (6) to (0).

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Facilities Committee

- It was noted that an Architectural Request was received from Unit 18.... Committee will meet the following week with the owner.
- Unit 66 leak.....owner feels that the leak has been resolved.
- Elevator phones have been repaired.

Earthquake Insurance

A motion was made by Vito Borruso, seconded by Ernie Garcia to approve Earthquake Insurance Proposal provided by the Alera Group in the amount of \$17,347.03. The motion passed (6) to (0).

Landscape Committee

Waterfall is now working

Oleanders have been trimmed.

Board complimented Robin Saul on the lighting at the main entry.

Dog Issues

The Board discussed the correspondence from Unit 56 regarding their dog.

Management to contact the owner informing them that there cannot be a second dog in the unit based upon current Rules and Regulations.

Delinquency

It was noted that management will email a delinquent owner regarding their delinquency status. Management to report back to the Board.

Adjournment

There being no further business to come before the Board, the meeting adjourned at 10:45 a.m. The next meetings are set for March 5 and April 9, 2022, 8 a.m. via Zoom

Attest:

Signature

Date