

**MINUTES OF THE VIRTUAL REGULAR BOARD MEETING OF THE
BOARD OF DIRECTORS HELD WEDNESDAY MAY 20, 2020**

The President, Mr. Kachigian, called the meeting to order at 10:30 AM stating that a quorum was present. Those in attendance were Karen Perry, Scott Nicoll, Sara Smith and Linda Shenwick via virtual APP Zoom.

The Manager Anthony Diaz was also present. Homeowners present via virtual APP Zoom were: Mr. John Robinson, Dr. Curry, Mrs. Caroleen Williams, Mrs. Kate Harvey, Ms. Ruieta Da Silva, Mrs. Schofield and Mrs. Gloria Caty.

The President moved "to accept the minutes of the April 22, 2020 meeting minutes as written". Karen Perry Seconded the motion which carried unanimously (5/0).

Homeowner Comments:

Paraphrased:

A homeowner expressed his concerns regarding residents not wearing their mask during the Mother's Day weekend in the common areas and the elevators especially in the later part of the day. Homeowner also stated that the front desk personnel need to enforce the rule of warning people to wear masks and to post signs in Spanish. The manager said he will ensure the front desk enforces the rule and signs in Spanish will be posted.

Homeowner expresses the need to enforce the no bicycle riding rule in the garages. The manager stated that it's an ongoing problem and if any of the staff sees anyone riding a bicycle in the garages they are instructed immediately enforce the rule however, there is only a limited amount of staff that works in the building and there is not a staff person present in the garage at all times to enforce the no bicycle riding in the garage rule.

Homeowner asked if the Las Flores camera system have the capability to take pictures of those who violate the no riding bicycle rule in the garages. The manager stated the building camera system is very inadequate and does not have the capability of taking pictures and that he is looking into upgrading or replacing the existing building camera system in the future.

Homeowner concern with the security of the building and asked if the camera system can be replaced. Manager is looking into upgrading or replacing the existing camera system in the future as mentioned before.

Homeowner asked if the Association could be flexible with the garage parking rules because owner storage cage is full. Manager said he works with everyone on a case by case basis however he cannot let the garages become a junk yard therefore the rule will be enforced.

Homeowner stated the rental rule for Las Flores is 30 days however the City of Coronado rental rule is 28 days and why cannot we keep what the city says. The Board explained that Las Flores CC&R's says city rule or 30 days, whichever is greater. The Board decided, upon the recommendation of counsel, to keep the 30-day rule and read the month of February as if it has 30 days to keep it on a monthly cycle.

Treasurer's Report: Karen Perry. At the end of April. the reserve account in Union Bank was \$525,493.68. We are continuing to build our reserves. We have \$524,839 in Wells Fargo for the operating budget. We are positive to budget \$37,364.91. There was a payment problem with Spectrum so the May budget to actual figures will be affected. As you might expect, janitorial supplies and water costs are up since we must continuously clean the building and wash hands often.

The Treasurer then submitted a report (See attached).

Manager's Report: Anthony Diaz. The manager gave his report and provided a written report to the Board members for review. (See attached).

Beach Club Report: Phyliss Maas/Linda Shenwick. Nothing to report.

Landscape & Recreation: Karen Perry. L&R Rules Update

Las Flores sent out the proposed rule changes for review to our homeowners. We had 3 responses from homeowners. Our first owner was concerned with the pet policy. That homeowner wanted to add "with proof of certification on request". Our newest board member, Linda Shenwick, who has been revising the Las Flores pet policy suggested the following language "No animals are allowed in the pool area, tennis courts, or other enclosed facilities. Service animals are only permitted consistent with the American's with Disabilities Act ("ADA")". After input from homeowners the, committee changed the language to read "No animals are allowed in the pool areas, tennis courts, or other enclosed facilities with the exception of Trained Service Dogs. Only Dogs are recognized as service animals under Titles II and III of the ADA, and are "trained" to do work or perform tasks for a person with a disability." A second homeowner who has multiple units would like to be able to purchase more than one ID card for herself. A third homeowner is concerned that the rules do not have effective means of enforcement. Particularly, if a tower cannot or does not follow up. He stated that enforcement of the rules is a significant issue not capable of being addressed at this late date but one which should be addressed when the next revision takes place.

Recently Las Flores had an owner's car towed. L&R needs to review the procedures on when a car is cited, booted and when it should be towed and who should be notified beforehand. In my opinion, towing a car should only be done in extreme circumstances. It is very costly and an inconvenience for the homeowner. Towing can also result in damage to cars.

Finance and Budget: Same as Treasurers Report. (See attached).

Facilities Advisory Group: Karen Perry. Facilities Advisory Group - L&R has approved the glass pool panels for all 4 pools. New glass will be 1/2 inch, clear and tempered. There will not be posts but will have a top railing with stainless steel holders at the bottom of the glass. Glass panels will meet all new code standards. Cost will be \$230,000. El Camino pool will be done first and then Roeder. The Cabrillo pool will be completely redone after summer by Pool-scape and the new glass panels will be installed at that time. A sample of the new panels can be seen at the east gate of the Beach Club next to where the shower is. Beach Club glass panels will be installed in early 2021. My comments to the committee: We need to make sure all future projects have the best specifications for any metal that is being used. Window frames, balcony railings and light posts have been holding up well. Pool gates are corroding after only about 2 1/2 years. Pedestrian bridges over the lagoon started rusting within 4 months. Jerry said he will talk to the contractor about this and get them powder coated. The new wall design on Del Sol will include metal panels as well as concrete blocks. We need to make sure the correct metal is used.

Landscape Advisory Group: Cheryl Nicoll. Nothing to report.

Community Alliance Group: Sara Smith. Nothing to report.

Seawall & Roadway Committee: John Robinson. Nothing to report.

Insurance Committee: John Robinson. Nothing to report.

Governing Documents & Rules Committee: Linda Shenwick. Nothing to report.

House Committee: See attached report.

Disciplinary Committee: Linda Shenwick. Nothing to report.

Unfinished Business: SB 323, 51 ballots received, we have a quorum, ballots will be counted on June 15, 2020. Manager/Linda Shenwick

New Business:

L&R Rules Update: Karen Perry. Mentioned above.

Karen Perry

Engineering Study: Building engineer is still waiting on quotes for the study.
Manager

CalPrivate Funds Transfer: Transferred \$300,000.00 to CalPrivate on May 19, 2020
to ensure all reserve money is FDIC insured. Manager/Karen Perry

Las Flores Rules & Regulations Violations Enforcement: Units 603, 703, & 708
were sent Parking Rule Violations. If unit owners do not correct the violations a hearing
will be schedule for the unit owners after the next Board meeting on July 15, 2020.

Manager/Linda Shenwick

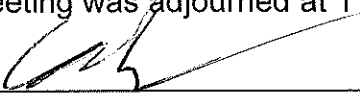
Next Meeting will be the Regular Board Meeting on July 15, 2020.

ADJOURNMENT:

There being no further business the meeting was adjourned at 11:16 AM.



Sara Smith, Secretary



George Kachigian, President

Attached Reports:

Treasurer's Report for month ending April 30, 2020

Reserves

Balance brought forward from 2019 \$470,136.53 in the Regular Reserve Fund.

Union Bank Statement ending balance as of 30 April, 2020 \$524,829.67.

Currently: 2020

At the end of April there is * \$525,493.68 in the Regular Reserve Fund account, kept in the reserve bank account. See Reserve Funds Account Summary for a complete breakdown of Reserve Accounts. This represents that the Association Reserve is currently at approximately 25% funded level based on the revised Reserve Study Update completed October 2019.

*Includes undeposited reserves funds.

Interest Income

Year to date we have collected a total of \$159.93 in interest. We projected we would receive \$204.00 leaving us under projections at the end of April by \$44.07.

Operating Budget

For the month of April, we budgeted \$124,800.00 for assessment income and we actually received \$124,800.00.

For the month of April, we budgeted \$124,851.00 for expenses and actually expended \$107,985.04 leaving us under projected budget expenditures for the month by \$16,865.96. To date ending April 30th shows that we are currently under projected budget expenditures for the year 2020 to date by \$37,408.98.

Net Ordinary Income to Budget year to date as of April 30th is positive \$37,364.91.

Notes:

Sincerely,

For the Treasurer
Anthony Diaz
Association Manager

Manager's Report:

1. Workers Comp Audit is scheduled for June, 2020 by Everest National.
2. Replaced amplifier for fire, life safety system floors 8 and above. It was damaged by power outage.
3. Completed annual building back flow preventers test. One of three failed. Repairs will be done by Ahlee Backflow Service the week of 5-18-20.
4. Replaced several feet and fittings of 3" Cast iron storm drain in upper garage north.
5. We need to form a Budget Committee for the 2021 Budget, recommend at the next Board in July that we establish a Committee.
6. Installed at the northside of the building a fresh water foot cleaning station for folks that come from to the beach they wash their feet prior to entering the building.
7. Painted walls, ceiling, and trim in employee lunch room.
8. Cleaned front entry water feature filter.
9. Replaced water filter in pump room.
10. Tried to clear clogged shower drain in 603. Unable to clear. Filled with construction debris. Recommended a plumber to the owner.
11. Repaired leak on kitchen faucet 1004.
12. Changed lights on terrace to LED. Some were removed by the residents on terrace level because they said they are too bright.
13. Repaired broken tension lever on 14 floor trash chute door.
14. We had a water leak from the hot water braided steel supply line in unit 602 master bath sink, causing damage to units 502 and 402. Unit owner insurance covered the damage and repairs are in progress by a contractor.
15. Water leak in 1402 kitchen sink in sink water heater. Owner notified and Hec's plumbing will make the repair.
16. Repaired main drainage line in master bath of 1102 serving 1202. Found leaking piping while unit is undergoing remodel.
17. Replaced broken 1/2" valve on hot water return line for kitchen of 02 stack.
18. Completed second quarter fire alarm system test. Results were satisfactory.
19. Repaired spall on patio of unit 205.
20. Five units are for sale; units 101, 103, 710, 1402 and 1410.

HOUSE REPORT (Roof, terrace and garages)

May 20, 2020; Board Meeting

The purpose of this report is to inform the Board of Directors and Homeowners of conditions in the Las Flores building that are in need of remedial work. The report also confirms that the staff is timely and satisfactorily correcting these items. Any health or safety concerns that are observed while inspecting the building are also reported.

California Occupational Safety and Health Administration (Cal OSHA) regulations require Las Flores building inspection reports include the names of individuals that conduct the inspection.

May 13-15, 2020 inspections:
Scott Nicoll, Board Member
Sara Smith, Board Member
Anthony Diaz, Association Manager

The following is a list of conditions in the building that are in need of remedial work and those for which work has been completed since the previous report. Tasks reported as "completed" in previous reports are not repeated in this report. The work completion status is noted for some of the tasks pending completion.

Since each remedial work task is not equally important and the urgency to complete each task is not the same, tasks have been assigned a priority. The priorities are defined as follows:

Priority 1: Items that are health or safety concerns or conditions that have the potential to become future health or safety issues.

Priority 2: Items in need of repair or replacement that are in locations accessible to Homeowners and whose existing condition is unsightly.

Priority 3: Items in locations that are not normally accessible to Homeowners and whose immediate repair or replacement will not result in appreciably accelerating their deterioration or cost to remediate.

The building's staff perform many routines, but very important, maintenance, repair, and housekeeping tasks that are not listed in this report. This report is limited to those work activities planned for a future time and/or ongoing work that needs an extended length of time to finish. In addition, all items that Homeowners have brought to the attention of the Manager or House Committee are included unless they were reported as "completed" in prior reports. This provides a way for the Board to make sure that Homeowners' housekeeping concerns receive consideration and appropriate corrective action.

Roof Top & Machinery Room

1. Cooling tower space needs to be cleaned
2. Deck by boiler is chipped, needs preservation.
3. All roof-top rooms need to be organized.

4. Rust on all roof drains.
5. Remove paint from space.
6. Cooling tower door need to be lubricated.
7. Shelving in equipment room needs to be inventoried and organized.
8. Equipment room needs to be cleaned and organized.

Terrace Common Area & Stairwells Building Perimeter

1. Northside terrace decking in common area has a couple of cracked planks.
2. Northside and southside stairwells need preservation.

Upper Garage & Store Rooms Employee Restroom

1. Parking U-1 Excessive bikes (4), Bikes not registered, stall has trash.
2. Parking U-2 Unauthorized items (BBQ Pit), bike not registered.
3. Parking U-5 Excessive bikes (7), unauthorized items (Vehicle Batteries).
4. Parking U-8 2 stall is very disorganized.
5. Parking U-12 Unauthorized items (BBQ pit & wood).
6. Parking U-13 Excessive bikes (6) 3 bikes not registered.
7. Parking U-15 Unauthorized items in stall (boxes and cardboard).
8. Parking U-17 Unauthorized item, cardboard box.
9. Parking U-19 Unauthorized items (Wood, tile), excessive bikes (5), 4 not registered.
10. Parking U-21 Bikes not registered (2).
11. Parking U-22 Unauthorized items (Cardboard).
12. Parking U-23 Unauthorized items (Wood trim).
13. Parking U-29 Bikes not registered (2).
14. Parking U-30 Unauthorized items (BBQ Pit), 2 bikes not registered.
15. Parking U-31 Bikes not registered (2).
16. Parking U-36 Unauthorized Item (Cardboard box).
17. Parking U-41 Bikes not registered (1).
18. Parking U-42 Bike not registered (1).
19. Parking U-56 Excessive bikes (4) Not registered.
20. Parking U-61 Bikes not registered.
21. Parking U-62 Unauthorized items (wood, mirror).
22. Parking U-65 Unauthorized items (Cabinets).
23. Parking U-66 Unauthorized item (Hazardous Material).
24. Parking U-69 Bikes not registered (4).

Lower Garage & Store Rooms

1. Parking L-2 Excessive bikes, bikes not registered (3).
2. Parking L-3 Excessive bikes (6) not registered.
3. Parking L-8 Bikes not registered (2).
4. Parking L-11 Unauthorized items (cardboard boxes), bikes not registered (2).
5. Parking L-14 Bikes not registered (2).
6. Parking L-15 Excessive bikes, bikes not registered (3).
7. Parking L-17 Unauthorized items, bikes not registered (2).
8. Parking L-18 Bike not registered (1).
9. Parking L-22 Bike not registered (1).
10. Parking L-30 Unauthorized items (Hazardous Material).
12. Parking L-34 Bike not registered (1).
13. Parking L-44 Excessive bikes (3) not registered, unauthorized items (Tile and paint).
14. Parking L-46 Bikes not registered (2).
15. Parking L-48 Unauthorized items (glass shelves, boxes).
16. Parking L-53 Unauthorized items (Tile).
- 17.. Parking L-55 Bikes not registered.
18. Parking L-64 Excessive bikes (5), bikes not registered.
22. Parking L-65 Bike not registered (2).
23. Parking L-69 Bikes not registered (4).
24. Parking L-72 Excessive bikes (7), bikes not registered, unauthorized items (Hazardous Materials).
25. Parking L-74 Trash in parking stall.
26. Parking L-75 Excessive bikes (3) 1 bike not registered.
27. Parking L-76 Bikes not registered, (4), excessive bikes.

Pump Room in Upper Garage

1. Remove Cleaning gear from pump room.

Misc. tasks pending completion:

NTR.

General Items noted for action:

1. Eastside of building has rust spots.
2. Approximately 10 rocks have fallen off the rock wall, rocks need to be cemented back on.

House Report (Corridor Inspection)

May 20, 2020: Board Meeting

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that Homeowners' housekeeping concerns receive consideration and appropriate corrective action.

Corridors (Priority 2 unless noted otherwise)

General:

Floor 16:

1. Scuff marks North & south overhead by elevator.

Floor 15:

1. Scuff marks North & south overhead by elevator.

Floor 14:

1. Laminate by 1403
2. Fix wall paper by 1403 on the bottom of wall.
3. Scuff marks overhead by 1405.
4. Overhead light by elevator has a gap around housing.

Floor 12:

1. Scuff marks on the overhead by 1207/1208.
2. Chips on elevator frames.
3. Fix laminate on 1203 door.

Floor 11

1. Scuff marks North & south overhead by elevator.
2. Elevator door frame chipped.

Floor 10:

1. Elevator door frame chipped.
2. Unit 1008 door laminate needs to be repaired.
3. Overhead scuff marks by 1008.
4. Unit 1003 door laminate needs repair.
5. Unit 1004 door laminate needs repair.

Floor 9:

1. Scuff marks north & south overhead elevator overhead.
2. Number for unit 0905 needs to be replaced.
3. Trash room door frame chipped.

Floor 8:

NTR

Floor: 7

1. Wall paper by 702 needs to be clued.
2. Overhead scuff marks by 706 needs painting

3. Elevator frames chipped
4. Door knob on north vestibule loose

Floor 6:

1. Trash room frame chipped.

Floor 5:

1. Scuff marks on the overhead elevators.
2. Overhead scuff by unit 510.
3. Trash room has dirty vent cover.
4. Laminate needs to be repaired by 503.

Floor 4:

1. Scuff marks on overhead by unit 409.
2. Black door frame by unit 406 chipped.
3. Door frame laminate chipped unit 403.

Floor 3:

1. South side door sign needs to be replaced.

Floor 2:

1. Scuff marks on overhead by unit 209.

Floor 1:

1. North stairway drywall needs to be fixed.
2. North vestibule drywall needs to be repaired.
3. Elevator door frame chipped
4. North fire station missing sign.

Note:

Main Lobby: NTR

Priority 1 Safety Items:

The following units need to fix their smoke stops ASAP: (contact manager for replacement).

- 1604
- 1606
- 1508
- 1506
- 1410
- 1405
- 1403
- 1401
- 1210
- 1208
- 1203
- 1110
- 1107
- 1007
- 1006
- 1004
- 1003
- 0909
- 0908
- 0903
- 0902
- 0808
- 0807
- 0806
- 0805
- 0710
- 0709
- 0706
- 0701
- 0506
- 0503
- 0501
- 0409
- 0408
- 0310
- 0307
- 0303
- 0302
- 0209
- 0207
- 0110
- 0108
- 0102