

**MINUTES OF THE VIRTUAL REGULAR MEETING OF THE  
BOARD OF DIRECTORS HELD IN THE MANAGER'S OFFICE  
WEDNESDAY MAY 19, 2021**

The President, Mr. Kachigian, called the meeting to order at 10:00 AM stating that a quorum was present. Those other Board members in attendance were Karen Perry, Scott Nicoll, Sara Smith and Linda Shenwick.

The Manager Anthony Diaz was present with homeowner present via zoom Caroleen Williams.

The President moved “to accept the minutes of the March 17, 2021 meeting minutes as written”. Karen seconded the motion which carried unanimously 5/0.

**Homeowner Comments:** None

**Treasurer’s Report:** Karen Perry. Las Flores is continuing to build our reserves. Balance brought forward from 2020 was \$624,602.32. We now have \$709, 656.34 in reserves. The net ordinary income to budget as of April 30th in the operating budget is negative \$491.33. A significant area of actual expense over budget is in our natural gas bill. Our boilers are almost 50 years old. They are not energy efficient. Tony has been researching the cost savings a few other buildings are experiencing when they replace their existing components. He will give us an update on his research.

**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:**

**Landscape & Recreation:** Karen Perry. I want to thank Tony for being so diligent about sending out the weekly report from L&R and adding building updates when appropriate. The fencing and resurfacing of the tennis courts are complete and they are back in play along with court 6 which is a trial pickleball court which will be permanently striped at the at the end of the trial. All the facilities are coming back on line. Keep reading the updates for timing and hours. The palm trees and canopy trees are in the process of being trimmed. The south campus entry island and fence project is complete. There will be something planted along the fence so it will not turn into a long bicycle rack. There have been requests for more youth activities. The recreation committee will be exploring some ideas. The Capital budget was revised to include redo of the damaged tennis fencing from the storm and the furniture and art mork for the Monte Carlo room at the Beach Club. If any homeowners have concerns or questions, please contact either Tony or me. Karen

**Finance and Budget:** Karen Perry. Same as Treasurer's Report

**Facilities Advisory Group:** Scott Nicoll.

1. The advisory group talked about putting more memorial benches throughout the campus, currently we have 22 benches and there is room for 10 more.
2. Looking for places to put a storage shed, court six by La Princesa is a potential spot however the advisory group will continue to look for other areas.
3. Resurfacing of tennis courts one through five are complete.
4. During next L&R meeting L&R will have a vote to use the Roeder Pavilion for children's activities.
5. There was a request to put water fountains with bottle refills at the tennis courts. A vote was taken however the vote was turned down.
6. Replacing old and adding additional barbecues in the pool areas with higher BTU rating and better quality.

**Landscape Advisory Group:** Cheryl Nicoll.

1. There is an area with yellow flowers behind Cabrillo by the boardwalk that needs to be looked at, possibly look at extending the wall. Mulch needed for Las Flores. Bougainvillea needs replacing at El Camino. The area in the planter under the Beach Club needs to be looked at and replaced with some type of foliage instead of what is currently there. A proposal is needed for the rocks outside the gym, they need to be continued along the path. A proposal for a 15gl Coral tree for behind the perimeter wall by El Mirador is needed. Peter will bring back the proposals needed for the next meeting.
2. Walk around results: El Mirador – cut dead limbs on Metrosideros and plant 1 – 15gl Pittosporum Crassifolium. El Encanto – cut broken limb on Metrosideros, fertilize Hong Kong orchid tree and check irrigation. El Camino – replace Rosenka bougainvillea. South Campus – transplant Agapanthus in front of existing Indian Hawthorn hedge. North entrance – transplant Agapanthus and Birds of Paradise to fill in. Las Flores – transplant one Bird of Paradise and clean up Metrosideros tree leaf litter. River rock will be installed at the south entrance of the campus

**Community Alliance Group:** Sara Smith.

1. Beach Fires CAG is bringing attention to fire and smoke on the beach in front of the Shores. We plan on addressing the city with studies done in other beach cities.
2. Options the city of Coronado may be able to implement such as propane fire pits people can bring to the beach.

3. Strand/ Hwy 75 Landscape across from the shores will be replanted with palms and ground covering this summer!
4. Hotel Del Master Plan is a bit behind schedule. However, things are progressing as we can all see!
5. Possibly having Mayor Bailey doing a townhall zoom meeting about Tijuana sewage and where the US government and city is regarding this issue.

**Seawall & Roadway Committee:** John Robinson.

1. Downstream Engineering will be moving forward with the plan to install a pump between the boardwalk and the L and R offices once permitting is complete, probably in the Sep/Oct timeframe. As a reminder, this pump is being installed to remedy flooding in the L and R offices during the very infrequent king tide plus heavy rain situation. While infrequent, the damage is extensive and the insurer has stated that if such damage happens again, the policy covering the L and R offices will be dropped. Hopefully, the pump station will be a success.
2. The very uneven application of the \$200 an owner fee for unit remodels, payable to the Enforcement Committee, has been reversed by unanimous vote. Therefore, this fee will no longer be in effect in the complex. The unfairness of this fee was evident by the fact that Las Flores contributed 80% of the fees collected first quarter 2021 instead of 10% if all building managers were collecting the fee.
3. Electric Vehicle charging stations were discussed in detail. For what should be obvious reasons, such fast-charging stations cannot be installed in any building at the Shores. The only solution, not only for the Shores, but for nearly all HOA's, commercial buildings and apartments, is for government financial support for the installation of public fast charging stations in public areas. In the case of the Shores, the best way forward for both the City of Coronado and the Shores is for the Shores to agree to installation of such stations in the beach parking lot and along the street between the Shores and the naval base to the south of the complex. Of course, the Shores would lose permanently the spaces with the stations, but in effect we already have in the case of the beach parking lot. The city benefits from public access to the stations and the Shores benefits in that our residents that purchase these vehicles having access to the stations. If you need further information about the reason why fast charging stations cannot be installed in Las Flores, minus a huge investment by the owners of such vehicles, Tony can explain. It is important to understand that the charging of an electric vehicle is not just plugging into a wall socket by a vehicle. Owner's contemplating purchasing an EV need to discuss the issue with the manager before purchase and then expecting such stations to appear in the garage. At the present time, there is no time line for such negotiations with the city, but suffice to say, it most probably will be sometime in the next 3-5 years as more and more of these vehicles are produced and sold.

**Insurance Committee:** John Robinson. NTR

**Governing Documents:** Linda Shenwick. NTR

**Disciplinary:** Linda Shenwick. NTR

**House Committee:** See attached Report.

**UNFINISHED/OLD BUSINESS:**

New Camera System has been installed by Control Entry Specialist (CES), INC at a cost of \$35,732.00.  
Anthony Diaz

**NEW BUSINESS:**

Wash Engineering updated the Board on the next steps for the replacement of the building water heaters and boilers. Walsh Engineering briefed that the next steps are to get engineering drawings to the building department for review, approval and permitting to be able to go into the construction phase, submit the drawings for bid to sub-contractors and contractor that would be interested in building the plant based on the approved drawings. The cost for the design process, studying the plant and the mechanical and plumbing from Walsh Engineering is approximately \$20,000. Karen Perry moved “to have Walsh Engineering proceed with the second phase for design, study and permitting to replace the buildings boilers and the water heaters.” Sara Smith seconded the motion which carried unanimously 5/0.

Unit 1605 request to replace door knob and install a silver door level knob on their door to accommodate unit owner handicap needs. Linda Shenwick moved “to approve the special accommodation for unit 1605 as requested by the owner, as long as the occupant remains same”. Sara Smith seconded the motion which carried unanimously 5/0.

Employee Evaluation Forms have been completed; employees will get evaluated in June, 2021.  
Anthony Diaz

Manager provided the Board with evaluation forms for the Manager and the Engineer. evaluation forms will be discussed at a later date during Executive Session.  
Anthony Diaz

Next Meeting will be the Regular Board Meeting on July 20, 2021. George Kachigian

**ADJOURNMENT:**

There being no further business the meeting was adjourned at 10:55 AM.

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Sara Smith, Secretary

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George Kachigian, President

## Treasurer's Report for month ending March 31, 2021

### Reserves

Balance brought forward from 2020 \$624,602.32 in the Regular Reserve Fund.

Union Bank Statement ending balance as of 31 March, 2021 \$396,117.17.

CalPrivate Bank Statement Balance as of 31 March, 2021 \$300,772.56.

#### **Currently: 2021**

At the end of March there is \$697,050.73 \* 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 29% funded level based on the revised Reserve Study Update completed October 2019.

\*Includes undeposited reserves funds.

\*\*Board goal is 30% funding of total reserve obligations based on reserve study.

### Interest Income

Year to date we have collected a total of \$283.29 in interest. We projected we would receive \$150.00 leaving us over projections at the end of March by \$133.29.

### Operating Budget

For the month of March, we budgeted \$128,535.00 for assessment income and we actually received \$128,684.20.

For the month of March, we budgeted \$128,532.07 for expenses and actually expended \$130,006.03 leaving us over projected budget expenditures for the month by \$1,473.96. To date ending March 31<sup>st</sup> shows that we are currently over projected budget expenditures for the year 2021 to date by \$3,597.12.

Net Ordinary Income to Budget year to date as of March 31<sup>st</sup> is positive \$3,749.93.

#### **Notes:**

Sincerely,  
For the Treasurer  
Anthony Diaz  
Association Manager

## Treasurer's Report for the Month ending April 30, 2021

### Reserves

Balance brought forward from 2020 \$624,602.32 in the Regular Reserve Fund.

Union Bank Statement ending balance as of 30 April, 2021 \$408,656.80.

CalPrivate Bank Statement Balance as of 30 April, 2021 \$300,838.54.

### **Currently: 2021**

At the end of April there is \$709,656.34 \* 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 29% funded level based on the revised Reserve Study Update completed October 2019.

\*Includes undeposited reserves funds.

\*\*Board goal is 30% funding of total reserve obligations based on reserve study.

### Interest Income

Year to date we have collected a total of \$381.92 in interest. We projected we would receive \$200.00 leaving us over projections at the end of March by \$181.92.

### Operating Budget

For the month of April, we budgeted \$128,535.00 for assessment income and we actually received \$128,438.40.

For the month of April, we budgeted \$128,532.07 for expenses and actually expended \$124,006.74 leaving us under projected budget expenditures for the month by \$4,525.33. To date ending April 30<sup>th</sup> shows that we are currently under projected budget expenditures for the year 2021 to date by \$928.21.

Net Ordinary Income to Budget year to date as of April 30<sup>th</sup> is negative \$491.33.

### **Notes:**

Sincerely,

For the Treasurer  
Anthony Diaz  
Association Manager

## **Manager's Report:**

1. New cameras system has been installed; we have a total of 25 new cameras. Surveillance coverage are as follow: Elevators (2), terrace level north & south (2), lobby front entry & by front desk (2), upper & lower lobby (2), north and south lower stairway exits (2), upper & lower garages (15).
2. Pandemic is going away and we need to figure out what we are going to do with the situation of packages in the lobby. We can't keep storing them in the lobby. I went to a few buildings and they are delivering to the units. After summer no more tables in the lobby.
3. I will send out the Nominating Committee letter to the homeowners for the 2021-2022 election cycle mid-July, 2021.
4. Tree trimming around Las Flores this month.
5. Decomposed granite has been installed in the pathway behind the building and Gorilla Mulch has been spread throughout the front of the building. Working on L&R to get more Gorilla Mulch for the back of the building.
6. Sewer pipe replacement that goes through upper lobby scheduled for late September
7. Safety Inspection coming approximately October 2021.
8. Made a lot of progress in the garages, appreciate those homeowners that took the time to get their parking stalls squared away. Looking much better!
9. Workers Comp Audit is completed for 2020.
10. Replaced drain piping 2 stack kitchen from 208 to 108.
11. Replaced 4 ft of 3 in drain line for laundry in 4 stack from 304 to 404 and repaired walls in both units.
12. Chased water leak in 2 stack hall bath sinks. Found leak to be improperly installed toilet in 402. Patched holes cut in hallways of 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> floors and replaced wallpaper.
13. Rebuilt water pump on #1 water heater on roof.
14. Replaced relief valve on #2 water heater on roof.
15. Did touch up Paint on equipment room on roof.
16. Painted exterior stairs.
17. Painted pivot arms on gates
18. Painted lobby to garage doors
19. Did water shut off for 304 to replace angle stop for toilet replacement
20. Repaired water leak in 109 from tub drain in 209. Found while 109 was having walk-in tub installed and wall was open.
21. Did 2 water shut-offs for repairs to 605 shower control. This also shut off hot water to entire building
22. Did water shut-off for removal of ball valves from 1605 shower area. This also shut off hot water to entire building.
23. Did water shut -off for 901 kitchens to replace angle stops
24. Painted yellow curbs on ramps
25. Did touch-up paint on ramps
26. In progress installing new security cameras.

27. Contacted Walsh Engineering about continuing roof equipment replacement process. Bill Tziouvaras is scheduled to attend the board meeting on 19 May to discuss the next steps to be taken.
28. Repainted ceiling in lower elevator lobby.
29. Replaced door closer on lower south garage to stairs door.

## **HOUSE REPORT (Roof, terrace and garages)**

### **May 19, 2021; Board Meeting**

May 10-11, 2021 inspections:  
Scott Nicoll, Board Member  
Karen Perry, Board Member  
Sara Smith, Board Member  
Anthony Diaz, Association Manager

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.

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. All roof vent screens need to be ordered and installed.
2. Fire station box outside of cooling tower needs to be replaced.
3. Cooling tower deck needs to be swept.

### **Terrace Common Area & Stairwells Building Perimeter**

1. Eastside planter box surface has rust stains, remove rust stains, sand and paint surface.

### **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 (2 motorcycles, BBQ Pit/ fire wood), (4) bikes not registered.
3. Parking U-9 Bike not registered (1)
4. Parking U-10 Excessive bikes (5).
5. Parking U-12 Parking stall is very disorganized (Clutter)
6. Parking U-13 Excessive bikes (5) 3 bikes not registered.
7. Parking U-15 Unauthorized items (Firepit, fire wood), excessive bikes (3) Bikes not registered.
8. Parking U-17 Bike not registered.
9. Parking U-19 Unauthorized items (Wood).
10. Parking U-21 Bikes not registered (1).
11. Parking U-22 Unauthorized item (Cardboard), bikes not registered (2).
12. Parking U-23 Unauthorized items (Fire wood).
13. Parking U-24 Bike not registered.
14. Parking U-28 Unauthorized items (Paint), bikes not registered (2).
15. Parking U-29 Bikes not registered (3), excessive bikes, Hazmat/Coolant).
16. Parking U-31 Bikes not registered (2).
17. Parking U-32 Bikes not registered (4), excessive bikes.
18. Parking U-34 Unauthorized items (Chair), excessive bikes (3).
19. Parking U-41 Bikes not registered (2).
20. Parking U-56 Excessive bikes (4) Bike not registered (2).
21. Parking U-58 Unauthorized items (Gas can/wood).
22. Parking U-60 Bike not registered (1).
23. Parking U-61 Bikes not registered (4).

24. Parking U-64 Bikes not registered (2), excessive bikes (6).
25. Parking U-65 Disorganized (Clutter).
26. Parking U-68 Bike not registered (1).

### **Lower Garage & Store Rooms**

1. Parking L-1 Excessive bikes, bikes not registered (5).
2. Parking L-2 Excessive bikes, bikes not registered (3).
3. Parking L-3 Excessive bikes (3)
4. Parking L-6 Excessive bikes (5).
5. Parking L-8 Bikes not registered (2).
6. Parking L-11 Unauthorized items (Cardboard boxes) Bikes not registered (2), excessive bikes (5).
7. Parking L-12 Unauthorized items (Books, trash, firewood, BBQ pit, **Hazmat**).
8. Parking L-14 Bikes not registered (2).
9. Parking L-15 Excessive bikes, bikes not registered (4).
10. Parking L-17 Unauthorized items (Flower pot, trash, chair,), bikes not registered (2).
11. Parking L-18 Bike not registered (1).
12. Parking L-22 Bike not registered (1).
13. Parking L-37 Unauthorized items (Breville oven).
14. Parking L-44 Bike not registered (1).
15. Parking L-46 Bikes not registered (3).
16. Parking L-52 Unauthorized item (Hazmat).
17. Parking L-53 Unauthorized items (Tile).
18. Parking L-55 Bikes not registered (2).
19. Parking L-57 Bike not registered, (1).
20. Parking L- 60 Bike not registered (1).
21. Parking L-64 Bikes not registered, (4).
22. Parking L-65 Bikes not registered (2).
23. Parking L-66 Bikes not registered (4).
24. Parking L-68 Bikes not registered (2).
25. Parking L-69 Excessive bikes, bikes not registered (5).
26. Parking L-72 Excessive bikes (7), bikes not registered (2), stall is a mess.
27. Parking L-74 Unauthorized item (Trash).
27. Parking L-75 Excessive bikes (4) 2 bikes not registered.

28. Parking L-76 Bikes not registered, (4), excessive bikes.
29. Parking L-77 Remove items above locker.

### **Pump Room in Upper Garage**

1. Remove cleaning gear from the space.

### **Misc. tasks pending completion:**

NTR.

### **General Items noted for action:**

1. Eastside of building has rust spots.

Note: For the record the following storage cages have signs attached to the storage lockers in their parking space. Upper 18, 27 & 46 and Lower 48 & 60.

### **House Report (Corridor Inspection)**

#### **May 19, 2021: Board Meeting**

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May 10-11, 2021 inspections:  
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Karen Perry, 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 May 15, 2019 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.

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### **Corridors** (Priority 2 unless noted otherwise)

#### **General:**

##### Floor 16:

1. South vestibule conduit has dead end cable, remove, patch hole and paint wall.
2. Elevator frames chipped.
3. Paint northside vestibule and overhead.
4. 1609 door laminate chipped.

##### Floor 15:

1. Scuff marks on overhead south by elevator, paint entire overhead.
2. Emergency lights OOC north hallway.
3. Elevator frames chipped.
4. Vestibule door chipped southside, sand and paint.

##### Floor 14:

1. Southside vestibule emergency light has paint on it, remove paint.
2. Elevator frame paint chipped.
3. Door 1405 door laminate chipped.
4. Between 14<sup>th</sup> & 12<sup>th</sup> floor emergency lights OOC.

##### Floor 12:

1. Scuff marks on south vestibule walls and overhead needs to be painted.
2. Carpet dirty in front of trash room.

##### Floor 11

1. Southside vestibule has bubbled paint, scrap, sand and repaint.
2. Carpet dirty by 1103 and 1104.
3. Northside overhead vestibule light loose.

##### Floor 10:

1. South elevator door frame chipped.
2. Northside vestibule wall has scuff marks.
3. Overhead scuff marks by 1002.

Floor 9:

1. Paint around emergency lighting southside vestibule.
2. Scuff marks on the overhead by the elevators.
3. Southside vestibule around overhead light needs to be painted.

Floor 8:

1. Paint drips by 8<sup>th</sup> floor sign in stairway.
2. Scuff marks on the overhead by the elevators.

Floor: 7

1. Wall Paper by unit 707 needs to be re-glued.

Floor 6:

NTR

Floor 5:

1. Elevator frames chipped.

Floor 4:

1. Overhead by emergency lighting needs to be painted between floor 4 & 5.
2. Overhead Scuff marks by unit 409.

Floor 3:

1. South side door sign needs to be replaced.
2. Door laminate chipped by unit 303.

Floor 2:

1. Carpet fraying needs to be trimmed by unit 210.

Floor 1:

1. Southside Vestibule vent rusty, needs preservation and painting.
2. Northside vestibule scuff marks.

**Note:**

Main Lobby: NTR

**Priority 1 Safety Items:**

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

- 1610
- 1508
- 1410
- 1403
- 1401
- 1001
- 1006
- 0909
- 0908
- 0903
- 0808
- 0807
- 0806
- 0710
- 0709
- 0707
- 0706
- 0506
- 0502
- 0409
- 0408
- 0307
- 0303
- 0302
- 0110

OK!