

**MINUTES OF THE VIRTUAL REGULAR MEETING OF THE**  
**BOARD OF DIRECTORS HELD IN THE MANAGER'S OFFICE**  
**WEDNESDAY MAY 18, 2022**

The President, Mr. Nicoll, called the meeting to order at 9:30 AM stating that a quorum was present. Those other Board members in attendance were Karen Perry, Sara Smith, Linda Shenwick and John Robinson via zoom.

The Manager Anthony Diaz was present, homeowners present were Mr. Feldman, Mr. Morgan, and Mr. Hulbert via zoom.

Karen Perry motion "to accept the minutes of the March 18, 2022, meeting minutes as written". Sara Smith seconded the motion which carried unanimously 5/0.

**Homeowner Comments:**

**Paraphrased:**

Homeowner said that as an employee of the beach club, he has sold almost 3,000 hot dogs and the beach club sold 7,000 over the weekend. The beach club makes a lot of money selling hotdogs, hotdogs are \$5.00 apiece. The beach club is looking at changing the window on the upper deck and he supports the proposal.

Homeowner asked the Board if he could install a ring doorbell on his unit door, he understands some concerns of the recording laws in California. Ring does have an option to turn off the audio recording. He doesn't see in the CC&R's where the Board is states that it can't be done. He walked the hallways and saw that one homeowner has a giant whale on the door as a door knocker, other people have door knockers at different heights and some people have drilled holes through the walls to install doorbell. He asked the Board to establish consistency throughout the hallways and update the bylaws to reflect the consistency. He also told the manager about a fire door on the sixth-floor south side not closing properly.

**President's comment:**

At this point the President clarified that only the President approves topics for a board meeting, nobody else unless by board majority vote. A board member may request any topic of course, but the final agenda is decided by the President. The manager has no role in the final agenda of a board meeting nor does any other board member beyond the President have authority to delete agenda topics.

**Treasurer's Report:**

John Robinson

The Treasurer reviewed the financials provided previously to the board and available in the manager's office to the owners. He noted that the financials to date are in order and within expectations.

(See attached financials)

**Manager's Report:**

Anthony Diaz.

The Manager gave his report and provided a written report to the Board members for review.

(See attached).

**Beach Advisory Group:**

Cheryl Nicoll

I met with Jerry, Nick, Jan Zobrist, Jan Yanda, and Julie. The first thing we talked about was the beach club window replacement. I asked if there will be an expense for replacing the window and I was told no. I know they are re-arranging the kitchen and I also asked if there are going to modify the outside and I was told no.

They are going to hire a teenager to sell hotdogs at a \$15.00 rate per hour. They are planning on selling hotdogs, personal pizzas and pretzels as they can't sell anything that is cut. I was concerned because they were wanting to do kids' movie night at the beach club where there is a bar, and it will be between 8 or 9 O'clock at night. I told Jerry you are so worried about lawsuits all the time, why are you wanting to do this? Jerry said that it will be discussed at a future L&R meeting. Julie mentioned Ron's Garage Band is the money maker at the beach club.

**Landscape and Recreational Committee:**

Karen Perry

The following L&R CAPEX projects have been approved and will hopefully be completed before summer:

1. The BBQ project is so far on time and on budget. When the project is completed, each pool will have one additional BBQ, all the gas lines and connections will meet current code, and the Cabrillo and El Camino pools will have new countertops and backsplash.
2. New HVAC for the Beach and Health Club.
3. A new and more complete camera system at the Beach Club.
4. Matching glass panels at the east and west sides of the Beach Club which will be current code compliant.
5. An up-to-date server for the L&R office.
6. Tennis court 6 resurfaced for pickleball and courts 7&8 resurfaced.
7. Second pool heater added to the Roeder pool.
8. Art work at the Monument wall.

9. Del Sol Parklet fence.

10. The Capex budget for 2022 is \$575,000. \$243,467.50 has been spent or encumbered, with a remaining amount of \$281,002.50. At the May meeting there will be more discussions about which projects should be funded in 2022.

11. Iron Wall is our new security company. Mark West is the new Security Manager.

12. There have been two resignations from the facilities committee. Those positions have not yet been filled.

Karen Perry asked for Board guidance on how to vote for a pony wall that L&R is proposed near El Camino and the beach club window project.

The Board discussed both topics extensively and voted by majority a "No" vote to the Las Flores L&R representative on both projects (pony wall and the beach club window).

**Finance and Budget Committee:**

John Robinson.

Covered by Mr. Robinson during his Treasurer's comments. In addition, the committee will start working on the 2023 Las Flores budget mid-June to be ready for an initial review at the July Board meeting. Mr. Robinson stated that the committee is composed of all board members, and he will act as the Chair if no other board member wanted the position. No other board member wanted the position. He also stated that the Board will be faced with many budgetary challenges in the 2023 budget due to inflation, high personnel costs, and the upcoming proposed special assessment for the roof machinery replacement project but he would like to see no monthly assessment increase in 2023, with a consequent reduction in reserve contribution, due to the rooftop machinery assessment if passed by the owners.

**Facilities Advisory Group:**

Karen Perry

The L&R facilities committee has not met in the last two months. NTR

**Landscape Advisory Group:**

Diane Rutherford

Arborist report recommended removal of trees (and Grind Roots) near Las Flores. The Giant Birds of Paradise, White Melaleuca, and the Afghan Pines are all called out to be removed.

The priority is for the Giant Birds (7) and White Melaleuca (1). Walked with Jerry McDonald to show those plants.

Afghan Pines (3) near the strand can be lower on the priority list for removal.

Prioritization and removal schedule based on funds available (after 2 bids received).

Peter Vitale will order 5 white iceberg roses: install 3-4 near the north driveway area; install 1 near south driveway. \$45 each paid by L&R.

Peter Vitale will order, spread and water-in 50# of preemergent TriStar pellets. \$250 Las Flores expense approved by Board and Tony 5/18. All the hanging gardens around garage/building where there is only dirt now will be treated.

Discussed designating the Fig Trees as "Heritage Trees" by City of Coronado. Working up pros/cons of decision.

Will meet with Arborist ASAP to discuss trees and their maintenance on the CS Campus.

Each building is asked do a "1970's birthday party" theme foyer for the August 20 Coronado Shores 50th Anniversary CITY WIDE event. (Sort of like the Halloween event). No specifics provided - just be thinking about it.

**Community Alliance Group:**

Sara Smith

We had a real successful event with the City Manager Tina Friend, she spoke at the beach club, very impressive City Manager, they found her up in northern California I think we are blessed to have her.

The CAG was instrumental in getting the crossing pass new art project down by Avenida Del Sol, there will be flyers sent to Tony and Tony will post them in the elevators. On June 8 at 4PM. there will be a dedication for the crossing pass and I think the artist will be there.

**Seawall and Roadways Committee:**

John Robinson.

The trees by El Camino will not be removed because this committee does not have the authority to do so, L and R does. The pump station, as I reported last time, needs permitting for electrical only. There was an angry email circulating throughout the complex about Jerry not doing a good job on this, but I think he has done as good of job as he could have done with the pump station. The pump station permit should be getting easier because it's just an electrical permit. The pump station is to protect the L&R offices from flooding. The next meeting is July 22<sup>nd</sup>, so I won't have an update at the next meeting.

**Insurance Committee:**

John Robinson.

The last insurance meeting was about Workers Comp and it was approved by the committee to be Amtrust as carrier, which was our existing carrier. I will do everything I can to get competitive bids but again that comes from Jerry and the L&R staff/ There is not another insurance committee meeting scheduled.

**Governing Documents/Rules/Legal:**

Linda Shenwick

Reviewed the rules regarding quiet time and compared them to Coronado civil code; we thought there might be a conflict with our rules and Coronado rules however there are no conflicts with our rules, we comply. I will look into the CC&R's regarding door knockers/doorbells/ring systems and the Las Flores rules.

**House Committee:** See attached report.

Board

**UNFINISHED/OLD BUSINESS:**

Building spalling work

Anthony Diaz

We are scheduled for our building spalling repairs in September 2022.

Terrace topcoat update

Anthony Diaz

Terrace topcoat has been completed at a cost of \$19,600,

Roof equipment replacement update

Anthony Diaz

Walsh Engineering is working towards a more complete set of review plans for the heating as well as the plumbing hot water system. They are also compiling the specifications for each system. The tankless water heaters are being sized and coordinated and should have a more solid sizing outline soon. As soon as this is done, we they will send a progress set to us.

**NEW BUSINESS:**

Election rule update to incorporate the civil code changes

Anthony Diaz

CA Civil Code Amendments; Re.: Vote by Acclamation and Preferred Delivery Method,

i) AB 502 – Election requirements – On October 5<sup>th</sup>, 2021 the Governor approved AB 502 which allows CIDs to consider Board candidates elected by acclamation if there are fewer or equal candidate than there are available positions. The new law still requires all notification deadlines be observed.

Linda Shenwick motion “to incorporate AB 502 election requirements legislation into the Associations’ rules”. Karen Perry seconded the motion which carried unanimously 5/0.

ii) SB 392 – Document Delivery – On October 7<sup>th</sup>, 2021 the Governor approved SB 392 which allows CID owners to provide their email as their primary contact information for all Association documents beginning January 1, 2023.

Linda Shenwick motion “to incorporate document delivery SB 392 civil code changes into the Association’s rules”. Sara Smith seconded the motion which carried unanimously 5/0.

Bicycles and parking stall rule violations update

Anthony Diaz

A lot of homeowners/residents took care of their discrepancies; however, we are not there yet, the parking stalls in the garages still have a lot of discrepancies. List is attached to the minutes of everything that will be removed from the parking stalls.

Late fee collections/collection agency

Anthony Diaz

We are having problems with some homeowners not paying monthly assessments on time. Assessments are due on the 1<sup>st</sup> of every month and after the 15<sup>th</sup> of each month they become late therefore a late fee of 10% gets applied to their account. We are also having problems collecting the late fees. I will find a collection agency for future assessments and late fee collections.

Thyssenkrupp (TK) elevator company issues

Anthony Diaz

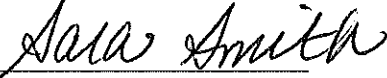
We are having issues with Thyssenkrupp (TK) elevator company, we have platinum premier services, 24-hour callbacks including weekends. The elevators have gone down twice this year on two weekends. Thyssenkrupp has been billing us over \$3,742.83 for coming to Las Flores for a 20-minute trouble call made by the front desk on two occasions last year. Keith and I had a meeting with Las Flores Thyssenkrupp representative and their operations manager. They said they will re-imburse the payment I made to them in the amount of \$3742.83. I will present three quotes to the Board at the July 2022 meeting. Once the Board decide which elevator company to go with, I will send Thyssenkrupp a certified letter with a 90-day notices prior to the yearly renewal as stated on the contract we have with Thyssenkrupp.

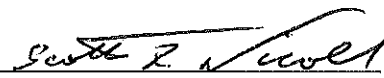
Next Meeting will the Regular Board meeting in 20 July, 2022

Scott Nicoll

**ADJOURNMENT:**

There being no further business the meeting was adjourned at 11:18 AM.

  
Sara Smith, Secretary

  
Scott Nicoll, President

**Attached Reports:**

**Treasurer's Report for month ending April 29, 2022**

**Reserves**

Balance brought forward from 2021 \$763,540.78 in the Regular Reserve Fund.

Union Bank Statement ending balance as of 29 April, 2022 \$512,746.05.

CalPrivate Bank Statement Balance as of 29 April, 2022 \$301,254.30.

**Currently: 2022**

At the end of April there is \$808,962.25 \* 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 34% funded level based on the revised Reserve Study Update completed October 2019. \*Includes undeposited reserves funds.

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

**Interest Income**

Year to date we have collected a total of \$199.35 in interest. We projected we would receive \$200.00 leaving us under projections at the end of April by \$0.65.

**Operating Budget**

For the month of April, we budgeted \$144,465.00 for assessment income and we actually received \$144,548.80.

For the month of April, we budgeted \$144,465.00 for expenses and actually expended \$146,434.39. leaving us over projected budget expenditures for the month by \$1969.39. To date ending April 29<sup>th</sup> shows that we are currently under projected budget expenditures for the year 2022 to date by \$7038.03.

Net Ordinary Income to Budget year to date as of April 29<sup>th</sup> is positive \$11,802.68.

**Notes:**

Sincerely,

For the Treasurer  
Anthony Diaz  
Association Manager

## Treasurer's Report for month ending March 31, 2022

### Reserves

Balance brought forward from 2021 \$763,540.78 in the Regular Reserve Fund.

Union Bank Statement ending balance as of 31 March, 2022 \$513,483.45.

CalPrivate Bank Statement Balance as of 31 March, 2022 \$301,225.58.

### **Currently: 2022**

At the end of March there is \$814,870.03 \* 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 35% funded level based on the revised Reserve Study Update completed October 2019. \*Includes undeposited reserves funds.

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

### Interest Income

Year to date we have collected a total of \$149.88 in interest. We projected we would receive \$150.00 leaving us under projections at the end of March by \$0.12.

### Operating Budget

For the month of March, we budgeted \$144,465.00 for assessment income and we actually received \$144,548.80.

For the month of March, we budgeted \$144,465.00 for expenses and actually expended \$145,516.10. leaving us over projected budget expenditures for the month by \$1051.10. To date ending March 31<sup>st</sup> shows that we are currently under projected budget expenditures for the year 2022 to date by \$9,007.42.

Net Ordinary Income to Budget year to date as of March 31<sup>st</sup> is positive \$12,188.80.

### **Notes:**

Sincerely,

For the Treasurer  
Anthony Diaz  
Association Manager



## Manager's Report

1. All employees CAL Savers opt-out forms have been submitted to Cal Savers.
2. Website is out of date and it's on my list to get updated.
3. Looking for matching carpet material to re
4. #1 house pump (fresh water pump) OOC due to a bad impeller. Reassembled with a new impeller and installed. OPTTEST SAT
5. County burner repaired #1 boiler due to the boiler having a bad mixing motor.
6. Conducted load test from Duthie power for generator. Required to replace ATS (automatic transfer switch) control panel due to panel being out of commission (OOO). (Contract in place, awaiting materials and date)
7. Hot water piping was air bounded due to water shut off for the whole compound. Repairs complete.
8. Removed 1200 sq foot of wood planks and support beams from the planter boxes to be prepped for power wash and paint. Cut and hauled away 1000 lbs. of wood planks and support beams off compound
9. Repaired AC for elevator room due to bad motor.
10. Troubleshoot and repaired water fountain in front of the lobby due to overflow.
11. Repaired leak in the 4inch drain line located in the pump room.
12. Exhaust fan by # 3 stack has a bad motor and pulley. Parts ordered, motor and pulley replaced. (Squirrel cage requires to be balanced) in progress
13. Replaced exhaust fan belt for #7 stack in roof
14. Troubleshoot and repaired south terrace entrance door due to a failed communication device on the door.
15. Electrical contractor surveyed the power room for a quote for EV charger install. Quote received (\$19.3K)
16. Replaced exit light battery on south of 6<sup>th</sup> floor due to light being out.
17. Car detailer for unit 409 damaged conduit and cable for carbon monoxide (CO) sensor by not clearing overhead space. Repairs complete.
18. Terrace Southeast corner spall work to include adding membrane and paint
19. Leak in upper garage from 109. Discovered that the leak is a 209-bathroom shower. Repairs complete
20. 1006 reported a leak above the master bathroom. Investigated leak and it's coming from 1106 master bathroom toilet. (Advised owner to have plumber replace toilet seal)
21. 1403 reported a leak in the guest bathroom. Investigated leak from 1503 bathroom and cut holes in hallway. (Suspected problem is shower door was not closed while taking a shower in 1503). No active leak. Wall patched.
22. Replaced (4) hallway lights in food 5, 7, and 10
23. Patch work and paint above washer/dryer room in 1204 and 1603 from water damage.
24. Added inhibitor in cooling tower to prevent corrosion
25. Removed furniture from the terrace in order to power wash and paint terrace floor
26. Replaced LED light in front of lobby

27. Troubleshoot and repaired outlet in hallway center for 9-16 floor
28. Leak reported in 107-bathroom ceiling. Advised 207 to reseal toilet seal.
29. Power washed trash room and painted.
30. Water shut off for 2 stack dishwashers install.
31. Re numbered parking stall for # 60 and 61.
32. Conducted a water shut off to the 5-stack kitchen for angle stop replacement.
33. Water shut off for 2 stack. Bathroom repair
34. 302 kitchen sink leak...deferred to Angel (handy man)
35. Hung picture and mirror wall for 1601
36. Hung door knocker for 205

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

### **May 18, 2022: Board Meeting**

April 19, 2022, inspections:  
Scott Nicol, President  
John Robinson, Treasurer  
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 need 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 need 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. Roof vent screens need to be ordered and installed.
2. All machinery room shelves and lockers need to be re-organized and inventoried.
3. Northside outboard of building has spalling needs to be repaired during the 2022 spalling work.
4. #2 A/C screen filter needs to be replaced.
5. A/C vents rusty throughout the roof, need to preserve them.
6. Cooling tower room needs to be cleaned.
7. Cooling tower foundation needs to be preserved.
8. A/C vent in cooling tower needs preservation.
9. Roof door hinges going into the cooling tower need preservation.

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

1. Cracks on eastside of building planter box, cracks will be fixed during the building spalling repairs early spring 2022.

### **Upper Garage Bike Room Storage**

26 bikes will be removed because they are not registered.

### **Upper Garage Discrepancies**

1. Unit 1503, Parking U-1 Excessive bikes (4), Bikes not registered, stall has trash.
2. Unit 509, Parking U-2 (Trash, fire pit, fire wood).
3. Unit 1609, Parking U-5 Trash in parking stall, unauthorized items (Furniture).
4. Unit 309, Parking U-6 Bikes not registered (3) unauthorized gear stored above locker.
5. Unit 403, Parking U-8 (1) bike not registered, excessive bikes (1).
6. Unit 609, Parking U-12 Parking stall is very disorganized (Clutter).
7. Unit 1004 Parking U-13 (2) bikes not registered.

8. Unit 101, Parking U-15 Unauthorized items (Firepit, firewood, tennis tutor box), very disorganized with a lot of clutter.
9. Unit 105, Parking U-16 Bikes not registered (2).
10. Unit 406, Parking U-17 Disorganized parking stall, unauthorized item (Carpet).
11. Unit 603, Parking U-19 Unauthorized items (box, golf clubs & sneakers).
12. Unit 1408, U-21 unauthorized item (Car seat).
13. Unit 1607, Parking U-22 Bikes not registered (5).
14. Unit 810, Parking U-24 Remove screen above storage box, not authorized.
15. Unit 207, Parking U-28 Unauthorized storage above locker.
16. Unit 210, Parking U-29 Bikes not registered (4).
17. Unit 707, Parking U-30 Bike not registered (1).
18. Unit 202, Parking U-31 Bikes not registered (2).
19. Unit 110, Parking U-36 Bikes not registered (3) Excessive bikes (1).
20. Unit 510, Parking U-37 (1) bike not registered.
21. Unit 602, Parking U-47 Parking stall is a disaster, very disorganized, bikes not registered (4).
22. Unit 501, Parking U-50 Bikes not registered (3).
23. Unit 306, Parking U-57 Trash in parking stall, bikes not registered (2).
24. Unit 304, Parking U-60 Bikes not registered (4).
25. Unit 1508, Parking U-64 Excessive bikes (5), bikes not registered.
26. Unit 1006, Parking U-67 Bikes not registered (2).
27. Unit1008, U-69 Unauthorized items (Car seat), bike not registered (1).

### **Lower Garage Bike Room Storage**

18 bikes will be removed because they are not registered.

### **Lower Garage Discrepancies**

1. Unit 903, Parking L-1 Excessive bikes, bikes not registered (9).
2. Unit 1109, Parking L-8 Bikes not registered (4).
3. Unit 1405, Parking L-17 Unauthorized items (Water jug, mulch & trash), bikes not registered (2).
4. Unit 508, Parking L-22 Bike not registered (1).
5. Unit 1106, Parking L-42 Bike not registered (1).

6. Unit 703, Parking L-44 Bike not registered (2).
7. Unit 705, Parking L-46 Bikes not registered (2).
8. Unit 1205, Parking L-52 Unauthorized item (Shelves).
9. Unit 1206, Parking L-53 Unauthorized items (Tile).
10. Unit 1406, Parking L-57 Bike not registered, (3).
11. Unit 503, Parking L-64 Excessive bikes (3), bikes not registered, (3).
12. Unit 1509, Parking L-65 Excessive bikes (3) bikes not registered (7).
13. Unit 1604 Parking L-69 Trash in the parking stall.
14. Unit 1605 Parking L-70 Bike not registered (1), Kayak encroaching into L-69, storage boxes outside of boundaries not in compliance with Las Flores Rules
15. Unit 708, Parking L-72 Excessive bikes (4), bikes not registered (8).
16. Unit 303, Parking L-74 Unauthorized item (Cooking pot, wall picture).
17. Unit 803, Parking L-75 Excessive bikes (3).
18. Unit 1506, Parking L-76 Bikes not registered, (5), excessive bikes (3).
19. Unit 701, Parking L-77 Bikes not registered (1).

**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 rusted spots and a crack on the lower planter box. Will inspect crack for spalling.

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 18, 2022: Board Meeting**

April 19, 2022, inspections:

Scott Nicol, President

John Robinson, Treasurer

Anthony Diaz, Association Manager

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 July 14, 2021, 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 normally inaccessible 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.

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

#### **General:**

Floor 16:

1. South elevator door chipped.
2. Broken tile in front of north & south elevator doors.

Floor 15:

1. North stairway drywall needs repaired
2. Light on overhead is out by unit 1505, needs to be replaced.

Floor 14:

1. North and south elevator doors are chipped.

Floor 12:

1. North elevator door frame is chipped.

Floor 11

1. North elevator door frame is chipped.

Floor 10:

1. South elevator door frame is chipped.
2. Overhead paint doesn't match by unit 1003. Repaint overhead.

Floor 9:

1. Trash room door frame is chipped in the inside.
2. North & South elevator door frames are chipped.

Floor 8:

1. NTR

Floor: 7

1. North & South elevator door frames are chipped.
2. Hallway sconce are loose and need to be tighten up.

Floor 6:

1. Trash room door frame is chipped in the inside.

Floor 5:

1. North & South elevator door frames are chipped.

Floor 4:

1. Overhead paint above elevators does not match. Repaint overhead.

Floor 3:

1. North & South elevator door frames are chipped.

Floor 2:

1. South vestibule deck going to the terrace level needs to be painted.

Floor 1:

1. Stain on carpet by unit 101.
2. South elevator door frame chipped.

**Note:**

Main Lobby: NTR

**Priority 1 Safety Items:**

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

- 1610
- 1606
- 1602
- 1508
- 1506
- 1505
- 1410
- 1403
- 1203
- 1110
- 1107
- 1009
- 1007
- 1001
- 0909
- 0908
- 0903
- 0805
- 0801
- 0710
- 0709
- 0707
- 0605
- 0506
- 0408
- 0310
- 0309
- 0307
- 0303
- 0302
- 0110