

# **NORMANDY BY THE SEA**

Minutes for Open Session Board Meeting

Held on April 16, 2019 at 5:30 pm

Location: Pool House

<http://normandybythesea.org/>

**Board Members Present:** Regina Balch (President), Rosemary Calvi (Secretary) and Kathi Stevenson (Treasurer). Linda Kewin (Vice President) was absent. JD Richardson (JDR) was represented by Sylvia Lopez.

**Homeowners present:** Ron Wichner B32, Owner Christina

**Board President Regina Balch called the meeting to order at 5:32 p.m.**

## **MEMBERS' COMMENTS:**

Discussion included spa condition, A building dryer, B building concrete steps, B building laundry room leak and yearly cleanout of the vertical pipe added to annual calendar.

## **APPROVAL OF MINUTES:**

**M/S/A** March 19, 2019 open session meeting minutes approved.

## **LANDSCAPE REPORT:**

JDR representative Sylvia Lopez, Landscape Committee Member Carter Schroy and Treebeard representative Alvaro Lopez conducted a landscape walk through. No major landscape issues were noted. Treebeard will trim areas as needed. Hedges will be trimmed once blooming period is over.

## **MAINTENANCE REPORT:**

- Maintenance Calendar
- Handyman contractors
- Area caulking & stucco
- Broken sprinkler fixed by landscaper Lucio
- Pool permit renewed
- Ants by spa
- Spa cover & repairs
- Concrete Step
- Painting steps

## **FINANCIAL REPORT:**

**M/S/A** **March, 2019 & Revised February, 2019 unaudited financials reviewed by Treasurer**

- Treasurer Kathi Stevenson reported revisions and explanations on February financials

## **OLD BUSINESS:**

**B24 LEAK & B34 WATER TEST UPDATE.**

Pending Carter Schroy B34 to provide dates for Renewal by Anderson to inspect.

**B22 LEAK & HALLWAY REPAIRS.**

Pending PrimeCo sealed cracks on B32 deck. PrimeCo met with Gary Malino B22 and will submit report. Drywall repairs complete. Christian Brothers to replace A hallway baseboards.

A35 LEAK UPDATE.

Discussion A25 and A15 to submit repair costs to A35. JDR to provide information regarding leak to owner insurance company upon request.

B12 IMPROVEMENTS.

Pending A report was submitted by Simeone Design regarding the unauthorized improvements. More information is needed from the engineering consultant and follow up with the City of Del Mar for permit.

LAUNDRY ROOMS & MACHINES.

M/S/A Board selected Speed Queen dryer model and approved replacement of middle dryer in A building. Quote to be obtained from San Diego Laundry Equipment. Laundry room flooring to be selected. Centerpoint to provide proposal for tables for laundry rooms.

FIRE PIT REPAIR.

M/S/A Centerpoint proposal approved for repair and reshaping of fire pit in the amount of \$3,850.00 to be paid from reserves.

RESTATEMENT OF GOVERNING DOCUMENTS.

Pending No action taken at this time.

**NEW BUSINESS:**

B BUILDING DRYWALL REPAIRS PROPOSAL.

M/S/A Christian Brothers proposal approved in the amount of \$4,379.46 to be paid from reserves to repair the drywall in hallways 1-3 in the B building. Also includes light patching of ceiling on B building first floor and installation of baseboards in A building.

INSURANCE PROPOSAL.

M/S/A Insurance renewal for 2019-2020 approved in the amount of \$16,586.00 to be paid in two installments. Slight increase due to 3 year loss history over 30%, increase in building limit and overall increase by Farmers.

ASAP PERFORMANCE.

Discussion Concerns regarding ASAP's unsatisfactory response to recent leak, service and pricing. Other plumbing companies such as Drain Patrol to be used for plumbing issues.

WATERPROOFING.

Pending JDR to schedule inspection of property with PrimeCo for waterproofing and stucco repairs.

ROOF LIP INSTALLMENT.

Pending JDR to contact McDonnell, roofing company that installed A building roof in 2017 to inspect and make recommendation for installation of roof lip to prevent overflow of water into lightwell areas during heavy rain.

Next scheduled meeting is Tuesday, May 21, 2019 at 5:30PM at the Pool House.

Board President Regina Balch adjourned the meeting at 6:56 p.m.

Signed

Rosemary Cahui Date 5/21/19