

# **NORMANDY BY THE SEA**

Minutes for Open Session Board Meeting

Held on May 21, 2019 at 5:30 pm

Location: Pool House

<http://normandybythesea.org/>

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

**Homeowners present:** Ron Wichner, Unit B32

**Board President Regina Balch called the meeting to order at 5:26 p.m.**

## **MEMBERS' COMMENTS:**

Discussion included painting of railings.

## **APPROVAL OF MINUTES:**

**M/S/A** April 16, 2019 open session meeting minutes approved.

## **LANDSCAPE REPORT:**

JDR representative Sylvia Lopez and Treebeard representative Alvaro Lopez conducted a landscape walk through. No major landscape issues were noted. Hedges below A building windows will be trimmed once blooming period is over.

## **MAINTENANCE REPORT:**

- Maintenance Calendar
- Handyman contractors
- Area caulking & stucco
- Painting steps

## **FINANCIAL REPORT:**

**M/S/A** **April, 2019 unaudited financials reviewed by Treasurer**

- \$40,000 CD maturing. Board approved purchase of 18-month CD at 2.40% for \$30,000
- Treasurer Kathi Stevenson requested ATT bills

## **OLD BUSINESS:**

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

Pending Carter Schroy B34 to provide dates for Renewal by Anderson to inspect. Caulking and stucco repair to be done.

### **B22 LEAK & HALLWAY REPAIRS.**

Pending Exterior stucco and caulking to be done. Hallway drywall repairs completed and will be removed from this agenda topic.

### **A35 LEAK UPDATE.**

Discussion HOA was not involved in the repair of this leak. Board instructed JDR to research the issue and request information from ASAP Plumbing in an effort to assist in resolving this matter.

#### B12 IMPROVEMENTS.

Pending Homeowner submitted an electrical permit from the City of Del Mar for the electrical work done on the concrete floor of the unit. JDR to request a letter from the City to confirm adequate permitting. The Board holds the right to inspect the work done at the property due to compliance concerns.

#### LAUNDRY MACHINES.

M/S/A Board approved replacement of middle dryer in A building with Speed Queen gas dryer in the amount of \$995 plus tax for purchase from San Diego Laundry Equipment. To be paid from reserves. Board agreed to try to repair solenoid first before replacing dryer.

#### WATERPROOFING.

Closed JDR met with PrimeCo to inspect building exterior, caulking and stucco. Recommended handyman for minor repairs.

#### ROOF LIP INSTALLMENT.

Closed Roof lip may not be resolution to lightwell issue. JDR to contact McDonnell to inspect roofs.

#### RESTATEMENT OF GOVERNING DOCUMENTS.

Pending No action taken at this time.

#### **NEW BUSINESS:**

#### LAUNDRY ROOM SPECIAL ASSESSMENT.

Pending Board discussed special assessment to upgrade laundry rooms: paint, install flooring and table tops and new washers and dryers. Board discussed proposals from Centerpoint and will select flooring to finalize costs for review. Once costs determined, assessment vote will be distributed to membership.

#### B BUILDING HALLWAY/B15 CARPETING.

Pending Carpet in front of B15 to be replaced pending completion of construction in B15 to avoid damage to new carpeting. There may be enough carpet available in storage.

#### CONCRETE STEPS REPAIR PROPOSAL.

M/S/A Approval of proposal from Centerpoint in the amount of \$2,180.00 to be paid from reserves to replace the top step of the B Building entrance.

#### SPA COVER & REPAIRS PROPOSAL.

Pending Board reviewed proposal from PS2000 for resurfacing of the spa and spa area repairs and discussed spa options. JDR to obtain more bids with same specifications for review. Pool tech Joshua Nelson confirmed that spa chemical sand water is safe, however, continued staining is causing spa to look dirty. Proposal for spa circ return lines replacement also to be obtained. Board may consider including spa repairs in special assessment.

#### BALCONY & WINDOW WOOD.

Closed Area repairs to be done by handyman and proposals for larger projects to be obtained as needed.

#### RESERVE STUDY PROPOSALS.

M/S/A Board approved proposal for reserve study in the amount of \$400.00

Board President Regina Balch adjourned the Open Session meeting at 7:06 p.m. and Called to Order the Executive Session meeting at 7:06p.m.

APPROVAL OF EXECUTIVE SESSION MINUTES.

**M/S/A** Board approved the March 19, 2019 Executive Session Minutes.

Board President Regina Balch adjourned the meeting at 7:07 p.m.

Next scheduled meeting is Tuesday, June 18, 2019 at 5:30PM at the Pool House.

Signed \_\_\_\_\_ Date \_\_\_\_\_