

**DRAFT MINUTES OF
THE BOARD MEETING
OF THE
555 ESPLANADE CONDOMINIUM OWNERS ASSOCIATION**

January 25, 2010

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of the Casa Bahia Condominium Owners Association, held on Monday, January 25, 2010, in the 535 Building Lobby, 535 Esplanade, Redondo Beach, California 90277. A quorum of Board Members was established and Joe Engle called the meeting to order at 6:30 PM.

BOARD MEMBERS PRESENT

Joe Engle, President; Betty Schneider, Treasurer; Dianne Merzel, Secretary; and Frank Parker, Member-At-Large.

MANAGEMENT COMPANY REPRESENTATIVE(S) PRESENT

Pya Darzentas of Scott Management Company (SMC)

HOMEOWNERS FORUM

- Unit #403: Don Johnson reported that he found a cat in the front bushes. He couldn't find the cat's owners. The City Animal Services has the cat.
- Mrs. Johnson reported a leak in the G4 north side wall. Pya to inspect.
- Exterior wood railings located at the front of the building and leading to the street are requested to be replaced with wrought iron or other material. Complaint was made regarding the condition of the wood railings.
- Unit #302: Dot Lee provided a written memo of her concerns for the Board. The memo thanked persons involved for the work on the elevator interior renovation and provided comments on proposed Move In/Move Out rules.
- Unit #315: Mark Drale reported a new leak from the unit above, #517, and description of recent work performed in his unit by Servpro for water damage control. He questioned what action(s) the Board will take to address ongoing and past leaks that resulted in damages to his unit.
- Unit #117 George Makhoul asked for status on repairs to the garage ceiling above his parking space. Pya to try to find a temporary alternative parking space for his use until repairs are completed.
- Mr. Makhoul reported some particular information related to recent water damages in his unit. Mr. Makhoul to make arrangements with his preferred vendor for removal of a large wall mirror. This is a safety matter. The mirror is to be stored until it is clearly determined whether it is reusable or not.
- Unit #503 – Patricia Cutten: Patricia Cutten thanked Betty Schneider for time spent on water damage control in her unit.
- Unit #620: Edna Marinella asked if two leaks affecting her unit will be inspected.
- Unit #307: Dianne Merzel reported that a solicitor (survey taker) knocked on her

door. The solicitor was allowed into the building by a resident. Owners and residents are reminded this breaches security and strangers or solicitors should not be provided building access.

APPROVAL OF AGENDA/MEETING MINUTES

Dianne Merzel made a motion to approve the December 14, 2009 minutes. The motion was seconded by Frank Parker and passed.

TREASURERS REPORT

Betty Schneider reported that the December 31, 2009 fiscal year end was approximately \$15,000 over budget in expenses. The year end operating checking account balance is \$2,972.49. Betty Schneider made a motion to accept the December 2009 Financial Report as submitted. Frank Parker made a second to the motion. The motion carried and the report was unanimously approved.

OLD BUSINESS

1. Cast Iron Piping Replacement: Pya to follow up with Bert Meli Plumbing on work scheduling of their quote #1351-348 for replacement of cast iron pipes at multiple locations in multiple garages at the property.
2. Common Area Hallway Carpet Cleaning –Schedule: It was determined that carpet cleaning to be scheduled for mid-February.
3. Proposed Additions to Rules and Regulations re Move In/Out – Review: The Board reviewed owner's comments. Betty Scheider to revise existing proposed language to take some of the owners comments into consideration. Revised copy to be provided to the Board for review.
4. Unit #503 – Roof Repairs – Review Information/Bids: The Board reviewed a report from James West Roofing and Waterproofing Consultant and two bids on file. Motion made by Betty Schneider and seconded by Diane Merzel to approve Barnett Roofing repair estimate in the amount of \$4,350 contingent upon contractor defining that the proposal includes all recommendations cited in the West report. Motion passed with all in favor.
5. 2010 Annual Budget: Joe Engle reported that the Board will propose a special assessment in the amount of about \$100,000. The funds will pay for mandatory spa building code upgrades, interior repairs from roof leaks, roof repairs, and some other building maintenance and repair needs AS WELL AS COMPENSATING FOR 2009 AND 2010 OPERATING SHORTFALLS. The special assessment will be billed in three payments over a six month period. The Board is working on a draft letter to owners of explanation.
6. Motion made by Betty Schneider and seconded by Frank Parker to approve Rachid Abou-Fadel, unit #504, to, at his sole cost, install a Dish Network satellite dish on the roof and use existing cables to connect the dish to his unit BECAUSE THE EXISTING SYSTEMS DO NOT CARRY CERTAIN PROGRAMMING. No perforations are to be made on the roof or building walls. Owner to be responsible for any future related costs, including any damages to the building. The motion passed.
7. A bid on file from Southern California Landscaping for repairs to the vehicle driveway grate and some concrete repairs is incomplete. Pya to follow up with pending bid

from CMS for replacement of vehicle driveway drain and get more bids for same work description.

8. Special Assessment Projects - Update:

- a) A bid from Rancho California Landscape for to install bender board, install 3 tons decorative pebbles and plant six five gallon pots at the walking entrance to the north side was reviewed and rejected. Board members to review direct purchase of stones.
- b) The renovations to the interior of the elevators are completed. The ELEVATOR project ran over budget about ten percent (\$20,000) due to unexpected existing conditions.
- c) Northwest balconies repairs is scheduled for March 4, 2010 by CMS. The work is estimated to take 6-8 weeks.
- d) SMC to arrange for PV Engineering to inspect the street side retaining wall.
- e) SMC to verify with Surveil-Aware if their January 2009 bid on file is still good.

NEW BUSINESS

1. Pya to inspect report of G4 elevator casing sheet metal on the 535 side to be a safety hazard.
2. Pya to inspect a bent elevator button on the 535 side.
3. The Board reviewed 2 bids on file to bring the spa into compliance with Virginia Graeme Baker Act. Pya to get a third bid from Discount Pool.
4. The Board reviewed a bid from Marina Gate for replacement of a pivot arm. Pya to have Marina gate provide an explanation of need to Ed Schneider.
5. Power washing and re-stripping of garages to be performed in March.
6. Trash room doors, both sides of the property, need to be replaced. Consideration to be made for the door opening to be larger to accommodate the trash bins or for roll up doors with a pedestrian door insert.
7. Dot Lee reported water intruding through a east side wall by parking space #108. PV Engineering to be asked to inspect and advise recommendations to correct.
8. The garage remote code to be changed in the near future as a security measure. Notice to be provided to Owners and residents.
9. Motion made by Betty Schneider and seconded by Frank Parker to provide a budget not to exceed \$300 for framing of eight lithographs to be hung in hallways and lobbies. The motion passed. Betty Schneider and Dianne Merzel to get this done.
10. The Board reviewed a bid from TRE Elevator for installing a battery lowering device in each elevator controller. The bid was tabled due to financial restrictions.
11. Padlocks keyed differently to be replaced with a same key padlock. Betty Schneider to make a list of padlock locations.
12. Pya to contact Time Warner and request that cable boxes are kept in better condition; doors to close fully with all wires enclosed.
13. Ed Schneider is converting the Association's website to a .org address. The new website will be able to be administered by a volunteer board member or homeowner. The process is expected to be completed in May or June.
14. Pya to contact the Redondo Beach Fire Department to inquire if doorstops on fire doors is in violation of fire code. Motion made by Betty Schneider and seconded by Frank

Parker that upon verification that door stops are against code, RMS to remove the stops and repair the doors at no additional cost. The motion passed.

15. Barnett Roofing to be asked to inspect a gravel roof and provide recommendations. Betty Schneider reported that there may be too much weight from the gravel and it may inhibit water from getting to a roof drain.

NEXT MEETING –Meeting date to be determined.

ADJOURNMENT

Meeting was adjourned at 9:24 P.M.

Submitted by: Pya Darzentas