

PLAZA CALAFIA
BOARD MEETING MINUTES
MAR 18th, 2021

ATTENDANCE:

Via Conference Call: Glenn De Goeij, Kim Roberts, Todd Williamson, Inge Fuller, Chris Torres, Ramon Ojeda Mestre, Fernando Garcia, Miguel Valle and Tomas Apodaca Ramos.

AGENDA and DISCUSSION

Meeting called to order 6PM Cabo San Lucas time. Below was the proposed Agenda:

1. Managers' Report.

Fernando informed us that the office is working on a homeowner check in form for the web page so all home owners can inform the office when they are here and when they are leaving. A safety issue was raised regarding the fire Extinguishers. Seems that we were short 7 extinguishers and a question was raised if these were being stolen. We were assured that it is not theft but a case that we have always been short. The Board has told Management to move forward and buy the required Extinguishers.

Below projects show a start date of May 1st but it was explained to Management we expect them to schedule all projects with minimal disruption to the homeowners.

A. Palapa project - Start date of May 1st.

As approved on the budget for 2021 the project to replace and repair the Family Pool Palapa is to move forward. All price quotes have been submitted and reviewed by Management. They are recommending Bernardo Juarez be awarded the job. His quote was 200.00 hundred dollars more than the lowest bid however his work is well known and is trusted to perform the work as instructed by Management. A deposit is required but what that is needs to be confirmed with the contractor. Kim Roberts made the motion and it was second by Todd Williamson and motion **Passed**.

B. Sidewalk project - Start date of May 1st.

As approved on the budget for 2021 this project is to pave a minimum 3-foot smooth sidewalk from the main entrance across from the Tennis Courts all the way down to the main parking lot. This is to remove the dangerous hazard to our residence in tripping on the rough and uneven stones currently there. Contractor has raised the price on this job by 200.00 so it was agreed that we should move forward. **Passed**

C. Cistern Parking lot project - Start May 1st.

As approved on the budget for 2021 this project is to increase our ability to store additional water due to concerns that Cabo as a whole has a potential water shortage issue. It was felt that an additional cistern is required. This is to be installed in the West parking lot below the current dirt area. Once installed this lot will then be concreted. The recent global cost increases on raw materials have had an effect on this project so we are having to go back out to quotation and get confirmed numbers and put a deposit down to lock in the price. The low-cost provider has pulled his offer due to cost increases. The Board has made a motion if the increased cost is less than 1000.00 USD then management can move forward to award the work Kim Roberts made the motion and Inge Fuller second the motion, motion **Passed**.

D. Removal of transformers - Start May 1st.

As approved on the budget for 2021 this project to remove old transformers has been reviewed and Management has been told proceed. This was again discussed to move forward. **Passed**

E. Covered Parking – Look at getting new Quotes

Management sent out the request to all homeowners and the response has come in form 6 Homeowners who are interested in self-funding the covered parking project. Drawings have been sent out for quotation on 6 stalls. The board has requested Management to reach out to those 6 Homeowners and inform them on the status of this project.

F. Propane tank replacement May 1st

Management has informed the board that we only have 15% left in our tank and they are requesting to shut the heater off once tank is empty to then allow for the new tank. The Board has told Management that this project does not need to wait for the May 1st deadline once empty let's do the replacement.

2. Financial Up date

Kim Roberts presented the monthly financials and the only issue raised was by Todd Williamson regarding the amount this month on the Office Supplies and Services. It was explained that this month was high due to supplies purchased this month but it will last for a few months. Other than that, all attendees approved the Financials.

Glenn did ask if there could be a review of the format and those line items no longer required can be removed and to make sure that each line item is understandable. I.e., there is a line saying Garage but what it refers to is covered parking.

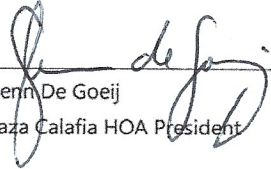
Glenn also mentioned that due to the deposits required for the contractors for the above projects that we will need to move some USD into the Peso account so checks can be issued. Since Debbie is in Cabo and signatures have not been set up for Kim, Glenn will get additional checks signed by Debbie to accommodate project requirements.

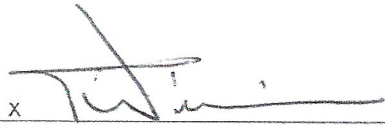
3. Other projects.

- a. Todd Williamson had brought up the Stairwell review project just to ensure it is not forgotten. Railings and steps are to be reviewed and a plan developed to make sure the safety of our homeowners is being looked after.

It should be noted all projects above with a start date of May 1st are to be organized and ready to go as of May 1st but the board expects Management to schedule the projects to ensure minimal disruption to residents while ensuring the work is completed in the required timeframe.

Meeting adjourned at 6:45PM

x 
Glenn De Goeij
Plaza Calafia HOA President

x 
Todd Williamson
Plaza Calafia HOA Secretary