

Vigilance Committee Tower II

July 25 2020 VC MEETING

Time 10:00 am:

ITEM I. Report from Marti on AC activities (See Below)

ITEM II. Report on Projects: Work Done and Work in Progress (See Below)

ITEM III. Financial Report (see separate report)

ITEM IV. Contact Info for long term morosos and next steps

Received information on someone who may be suitable for helping us with homeowners' past dues

ITEM V. Request from owner of 01 Condo if they can install glass panel on patio to baffle road noise. VC suggested that it not be a permanently fastened and have minimal visual impact.

Item VI. Report on complaint from homeowner on fine being issued. Complaint seems to be resolved and homeowner aware they are responsible for anyone who rents their unit. We will ask the AC to send out a reminder that owners are ultimately responsible for the activities of themselves, their guests and their renters.

GENERAL MEETING CONCLUDES 11:30 am

A.C. Report to Tower II V.C.

July 25, 2020

COVID-19 MEASURES

We continue to follow the recommendations of the Baja California Secretary of Health for social distancing; taking the temperature of workers entering the grounds; recommending or requiring facial coverings when distancing isn't possible; closing pool and Jacuzzis; restricting gatherings in the TII lobby and the clubhouse.

Baja California will *probably* move to "Orange" status next week. We will continue to follow government guidelines as they are available.

Some local condos have re-opened their pools, restricting access and reducing hours. We are working with Arq. Juarez, Tower III Administrator, to plan our re-opening while adhering to appropriate guidelines. Because our pools are not gated and locked, the only way we can enforce restricted access is to post a guard at the pool(s), which increases our security expense.

Although travel restrictions are technically still in place, we see an increase in short-term rentals at Calafia.

We were notified that Lalo's brother (who co-owns FORTELEZA, our security contractor) had been diagnosed with COVID-19 and he was on-site here at Calafia within a day of his diagnosis. The A.C. opted to test Lalo, who was in close proximity to his brother during the visit, and to direct him to stay home until the test results were received by the On-Site Manager. Fortunately, Lalo's test was negative for the virus and he was able to safely return to work.

VIOLATIONS OF CALAFIA RULES AND REGULATIONS

The A.C. has adopted a procedure on the issuance, recording and collection of fines for violation of the community rules. (Copy available upon request.) The procedure requires the V.C. to review any homeowner complaints about fines issued and authorizes the cancellation or suspension of a fine by a majority vote of the V.C. of the regime in which the violation occurred. This procedure is intended to provide a balance of security input with homeowner input in deciding whether fines are appropriate.

The procedure specifies that the money generated from the fine goes to the regime where it occurred, if it's in a private residence. If the violation occurs in common areas, the revenue will be distributed by the percentage used to share common expenses.

One violation of the rules this past month occurred when guests staying in a Tower III unit took down the locked beach access gate because they wanted to go to the beach at 3 a.m. The incident was caught on security camera and the violators were fined. The homeowner is being held responsible for the cost of putting the same gate back, but that money will be applied to

the cost of fabricating and installing a new gate. The cost of replacing the beach access gate will be shared among the four regimes, after the homeowner's assessment and the fine for disorderly conduct are deducted from the total cost. Tower II's share will be approximately \$600.00

PERIMETER WALL

No further action on resolving the collapsed perimeter wall because SCT and all other government agencies are closed.

The Mexican government is cutting agency budgets in response to the economic impact of the COVID-19 pandemic. The A.C. believes that we will not receive government financial assistance in replacing the perimeter wall. However, we are also working to insure that we do not incur any additional liability for degrading the slope of the embankment or the road. We are working with our attorney to make sure we move forward appropriately and right now that means doing nothing until SCT opens their offices again.

COMMON AREA MAINTENANCE PROJECTS

The clubhouse has been scraped and patched in preparation for painting. The Calafia maintenance crew continues the work.

The new beach access gate will be fabricated off-site within two weeks. Installation will follow.

We are obtaining bids to upgrade Calafia's telephone and Internet cabling, to prepare for fiber optics service. We are also trying to obtain an estimated timeline for availability of fiber optic in our location, but the project planning has been impacted by closures due to COVID-19.

MAINTENANCE PROJECTS 2020

Tower II

PRIORITY LEVELS

1 = Immediate Attention

2 = Complete within 30 days

3 = More than 30 days to complete

4 = Completed

DATE: 07/17/2020

TUESDAY AND THURSDAY

4 hours per day

Priority	Date Assigned	Description - English	Description - Spanish	Resource/Person Resp.
1	26/12/19	Grind and Paint metal stairs	Moler y pintar escaleras metálicas	Calafia Maintenance FLOOR #05
	Step 1	Purchase paint and begin work	1st bought 04/20/2020	\$5,604.54 pesos
	Step 2	Purchase paint	2st bought 05/15/2020	\$5,717.98 pesos
	Step 3	Purchase paint	3st bought 06/17/2020	\$6,158.42 pesos
		work begun 03/06/2020		Benito
2	26/12/19	Replace water pump mechanism	Reemplazar el mecanismo del sistema de agua	Outside Contractor
	Step 1	First bid received; 2 additional bids needed	2 BITS GAVE	Benito
		1- ING. VILLANUEVA	7,160.00 DLLS	Benito
		2- AMES ELECTRICAL	13,247.20 DLLS	Benito
	Step 2	Ing. Villanueva will come Monday		Len -Benito
	Step 3	New Estimate 06-15-20	6,782.40	Len -Benito
	Step 4	Project Bid	SIGNED/AUTHORIZED	Art, Len, Carol
	Step 5	ADVANCE PAYMENT 06/22/20	50%	3,553.20 dlls 4 weeks
2	26/12/19	Replace Drainage Pipe Between 03 and 04 Condos	Reemplace la tubería de drenaje entre los condominios 03 y 04	Outside Contractor -- PENDING
	Step 1	First bid received; 2 additional bids needed		Benito
	Next Steps	Identifying vendors		Benito
	Next Steps			
	Next Steps			
	Next Steps			
3	26/12/19	Replace Diesel engine powering Fire Hoses; also see if can be used for emergency power for T2 and T3	Reemplace el motor diesel que alimenta las mangueras contra incendios; también vea si puede usarse para energía de emergencia para T2 y T3	Outside Contractor, BENITO GAVE 2 BITS
	Step 1	First bid received; 2 additional bids needed		Benito
	Next Steps	Research used engine and alternate ideas for replacing to lower expenses		Benito and board
	Next Steps	1ST bid	18,884.801 DLLS	
	Next Steps			
	Next Steps			
3	26/12/19	Redo drainage on P1 and P2 levels to prevent flooding	Rehaga el drenaje en los niveles P1 y P2 para evitar inundaciones	Outside Contractor---PENDING
	Step 1	First bid received; 2 additional bids needed		Benito
	Next Steps	On hold until back wall replacement completed		Benito and board
	Next Steps			??
	Next Steps			
	Next Steps			
3	7/4/2020	Replace stair access door	Reemplazar puertas de Acceso de las escaleras de cada piso	Benito
	7/13/2020	1st Step	Estimate	Benito
	7/14/2020	Next Step	Vertical Estimate	\$6,500.00 pesos 2 doors
3	7/4/2020	Examine pipes for kitchen Sink and Dishwasher Units 4	Revizar tubería en sink y lava trastes Piso 4	
3	7/4/2020	Get price for washing windows	Conseguir precio para lavar ventanas	Benito --November 2020
4	5/27/2020	Lobby leak wather	Lobby fuga de agua	\$562.00 pesos
		start and finish	finished	
Priority	Date Assigned	Description - English	Description - Spanish	Resource/Person Resp.

4	15/3/20	Fix North Elevator	reparar el elevador norte	Otis Elevator
		Part cost received \$1800 us/ paid 1/2 down. Will take up to 8 weeks		Roxana, Benito IN PROCESS 50% PAID 7 WEEKS
	5/22/2020			MONDAY MAY25, OTIS will bring the parts
	5/22/2020		ELEVATOR REPARATED	\$18,684.00 PESOS FINAL PAYMENT
4	4/15/2020	HOSE FIRE P2	MANGUERA INCENDIO	PENDING
		1TH BIT	7,831.38 PESOS	WENDS MAY 27, The company will install it
	5/27/2020	HOSE FIRE INSTALLED	7,831.38 PESOS PAYED	
Priority	Date Assigned	Description - English	Description - Spanish	Resource/Person Resp.
4	26/12/19	P1 railing next to parking spot 1002 re-done; as does railing on opposite of parking lot	Barandilla P1 junto al lugar de estacionamiento 1021 rehecho; al igual que la barandilla en el lado opuesto del estacionamiento	Outside contractor
			V.C.meet with Benito to discuss repair	COST: 22,680.00 PESOS --FINISHED/ PAID
			Bid of \$1700 received for both	Benito
			Proceed with Purchase	Benito
4	3/24/2020	Septic Tank TII and TIII	Fosa Septica TII y TIII	Benito and workers DONE
4	3/28/2020	ELEVATOR RAILING	ARRREGLO EN BARANDAL ELEVADOR	Benito and workers DONE