

**Villas de Las Flores HOA
BOARD OF DIRECTORS MEETING
JANUARY 27, 2018
REGULAR SESSION MINUTES**

Upon notice duly given, a regular meeting of the Board of Directors of Villas de Las Flores Homeowners Association was held on Saturday, January 27, 2018 at 9:00 a.m. at the Clubhouse. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT

Charles Drayman, Bette Alston, Joan Redwine, John Toogood, Scott Gaudineer & Barbara Cioffi.
Gail Beal - Absent

ALSO PRESENT

Shelly Ruegsegger, CMCA, Senior Community Manager and Lettie Teran, Assistant Community Manager representing Personalized Property Management.

CALL TO ORDER

Mr. Gaudineer called the meeting to order at 9:00 a.m.

HOMEOWNER FORUM

2301 LP-Commended the Board for how great the complex looks.

ADDITIONS:

None

PRESIDENT REPORT

Mr. Gaudineer reported the budget is fiscally sound and pool 10 landscape has now been completed. The Landscape Committee, Architectural Committee, Rules Committee and Solar will be giving separate reports.

APPROVAL OF MINUTES

The Board reviewed the December 2, 2017 minutes. *Motion to approve the December 2, 2107 minutes with corrections made by Mr. Toogood, seconded by Mrs. Redwine, motion carried.*

Architectural & Maintenance Committee:

Architectural Request – 2121 LP - Security screens due to golf balls hitting the condo, windows and roof. *Motion to approve the architectural application for security screens made by Mrs. Redwine, seconded by Mrs. Alston, motion carried.*

FINANCIAL STATEMENTS

Mrs. Alston, Treasurer, gave her report to the Board for November and December 2017. *Motion to accept for filing the November and December 2017 financials as presented made by Mrs. Alston, seconded by Mr. Drayman motion carried.*

Morgan Stanley – Mrs. Alston recommends reinvestment in a 24 month CD at 2%. *Motion made to reinvest the expiring CD for a two year period at 2% interest made by Mr. Toogood, seconded Mr. Drayman, motion carried.*

COMMITTEE REPORTS

Architectural and Maintenance Committee – Mrs. Cioffi reported there will be a review of signs that will need removal or replacing due to weathering on property. A walk through will be scheduled for review and a report provided for the February meeting.

Pool Furniture – Mr. Gaudineer recommended redistribution of the chairs at all pools and for each board member to mark their furniture with a sharpie.

Storage Lockers – Many of the doors have warped beyond repair, some have broken locks and hinges. Due to the limited usage and cost to repair (40k) the Board decided to have the storage lockers removed. A letter will be mailed out to the owners of Phase 1 & 2 by February 1, 2018. They will then have 90 days to remove personal items before demo. For any owner currently using a storage locker (18 or less) the HOA will offer a Rubbermaid storage box that they can place on their back patio. Personalized Property Management will start an excel spreadsheet to keep track of whom would like one. Motion to approve removal of storage units and the purchase of new storage boxes not to exceed \$10k made by Mrs. Redwine, seconded by Mrs. Alston, motion carried.

Carpet Cleaning Clubhouse – Motion not to exceed \$500 annually for cleaning of the windows, interior light globes and carpets in the clubhouse made by Mrs. Alston, seconded by Mr. Toogood, motion carried.

Landscape Committee - The landscape committee discussed several proposals including retaining walls, queen palm removal, citrus tree removal and replacement, removal of pepper trees.

Motion to approve Pro Landscaping proposal 1809 for a retaining wall (parking lot 5) in the amount of \$3282 made by Mr. Drayman, seconded by Mr. Toogood, motion carried.

Motion to approve proposal 1795 to remove 13 queen palms in the amount of \$5200 made by Mrs. Cioffi, seconded by Mrs. Redwine, 1 nay (Toogood), 5 yay, motion carried.

Motion to approve proposal 1818 to remove 2 citrus trees at pool 5 in the amount of \$1200 made by Mrs. Redwine, seconded by Mr. Drayman, motion carried.

Motion to approve proposal 1819 to remove 2 dead pepper trees in the amount of \$1040.00 made by Mrs. Redwine, Mr. Drayman, motion carried.

Motion to approve proposal 1820 to remove a mesquite tree and replace with a palm in the amount of \$832.00 made by Mr. Drayman, seconded by Mrs. Cioffi, motion carried.

Motion to approve proposal 1841 for tree trimming including citrus in the amount of \$16,260 made by Mrs. Alston, seconded by Mrs. Redwine, motion carried.

Motion to approve proposal 3281 to have cobble removed from median at the entrance and move to parking lot 8 in the amount of \$450 made by Mrs. Alston, seconded by Mrs. Cioffi, motion carried.

Motion to approve Pro replacing a Carolina cherry on their dime also trimming of the current ones, irrigation repairs and pest treatment in the amount of \$630 made by Mrs. Redwine, seconded by Mr. Drayman, motion carried.

The Board approved the appointment of Brett Smith to the Landscape Committee.

Solar – Mr. Toogood gave his report on Solar Thermal for the period 11/10-12/10, the solar system reduced the gas usage by 67%, and for the period of 12/10 to 1/10 the reduction was 11%, compared to the gas usage average for the same periods for 2014 to 2015, an average reduction for the first 3 months of the pool heating period of 34%.

Solar Electric – The solar proposal from PlanetSolar is still under review. As a follow up to discussions with the PS Building and Safety Department and discussion with Renova Solar, PSB&S have decreed that before any permits can be issued for the installation of solar panels on our carports, a licensed Professional Engineer must certify that the carports are capable of supporting the associated load satisfactorily. This situation has been reviewed with a local Professional Engineer, and he is available to visit out property and make an appropriate judgment when the Board is ready. Motion to approve invoice number 1712173-1 from RA Structural to examine the carports for solar installation in the amount of \$800 made by Mr. Toogood, second Mrs. Redwine, motion failed for lack of a vote. Management will contact RA Structural Engineering to request the return of the check as the Board has not decided on a plan to move forward.

The Board discussed having protocols in place in case of emergency and the solar pumps need to be shut off. Mr. Toogood is to provide this information to the Board and Management.

OLD BUSINESS

Roof Maintenance – Motion to approve the bid from RAM Roofing to maintain the roof system in the amount of \$13,230 which includes cleaning out the 1 story dryer vents made by Mrs. Alston, seconded by Mr. Toogood, motion carried.

NEW BUSINESS

Newsletter – Mrs. Cioffi would like to streamline the newsletter process. The Board decided that the Newsletter will be published twice a year with a deadline submission to the secretary no later than 2 weeks prior. The next newsletter to be published in February 2018 and sent to owners via e-mail and posted to the HOA web page.

CORRESPONDENCE & OTHER

2219 LP – The Board would like Pro Landscaping to come up with a recommendation for a complete hard level surface between the concrete sections at the entrance to the club house.

MANAGEMENT REPORTS

Call Logs and Work Order Logs – Reviewed, no action.

NEXT MEETING

Regular Meeting - February 24, 2018 - 9:00 a.m. at the Clubhouse

ADJOURNMENT

With no further business, the meeting was adjourned at 11:05 a.m.

**Respectfully submitted,
Lettie Teran,
Assistant Community Manager, PPM**

Barbara Croffi

2/24/18

Approved

Date

Approved 2.24.18