

**Villas De Las Flores HOA
BOARD OF DIRECTORS MEETING
January 30, 2016
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 30, 2016 at 9:00 ^{AM} at the Clubhouse. A quorum of Board members was present and business was conducted as ~~is~~ outlined herein.

DIRECTORS PRESENT:

Dave Batterman, Ira Andersen, Joan Redwine, Don Blackwell, Bette Alston, John Toogood, Charles Drayman, Barbara Cioffi & Sean McCormick

DIRECTORS ABSENT:

None

ALSO PRESENT:

Shelly Ruegsegger, CMCA and Jasmine Meza representing Personalized Property Management

CALL TO ORDER:

Mr. Batterman called the meeting to order at 9:02 am.

HOMEOWNER FORUM

- 1) Bill Westland – 2350 LC – He was told by the Board that the lights would be completed prior to this meeting. Lights have still not been completed.
- 2) Nancy Raider - 2366 LC– Asked for status on the open area behind parking lot 4. Many homeowners around pool 9 feel like they are getting all of the leftovers. They noted that other pool areas had palms and pebbles installed. What is the plan for plant replacements? Have the lights been corrected along the berm?
- 3) Nancy Krueger – 2364 LC – The landscapers are blowing the areas 3 times a week.
- 4) Jane Carlson – 5806 LC – Asked who was responsible for the removal of the grass along the berm and who is going to pay to replace it.
- 5) George Sinatra 5832 LC – The security company has done a great job and is making a huge impact in the community. He thanked the Board for all they have done.

Presidents Report

Mr. Batterman gave his report on the last emergency executive session held. He reported that items discussed were: lighting and security.

APPROVAL OF MINUTES

The Board reviewed the December 5, 2015 minutes as presented. Motion to approve the December 5, 2015 minutes with corrections made by Mrs. Cioffi, seconded by Mrs. Alston, motion carried.

FINANCIAL STATEMENTS

Treasurers Report - Mrs. Alston gave the financial report. Note: The full financial was given to the President and Treasurer. Mrs. Alston stated that December financial needed corrections prior to approving. Motion to approve the November 2015 financial report as presented made by Mrs. Alston, seconded by Mr. Toogood, motion carried.

Morgan Stanley – Mrs. Alston reported that a CD is set to mature on February 16, 2016. The Board agreed not to roll over into a new CD. The \$50,000 will roll over into the money market cash account.

COMMITTEE REPORTS

Architectural and Maintenance Committee - Mr. Andersen reported that the electrical room is now being locked and a new hot water heater was installed at the clubhouse. The new fiber glass gate has been installed at 5825 LC and now has a door knob rather than a latch. The Board discussed the idea of purchasing knobs with locks for future patio gate replacements.

The Board reviewed the proposals from John Foster and Greg Monk to replace and paint patio doors. Mrs. Alston had a question on the number of doors listed on both proposals. Motion to approve the proposal from Monk for painting patio gates in the amount of \$9,408 made by Mr. Andersen, seconded by Mrs. Alston, motion carried.

The Board reviewed the proposal from Signarama to install stops signs at the clubhouse. No action at this time.

The Board reviewed the recommendation from Asphalt MD's to repair the damaged asphalt caused by DWA. Management will contact DWA to see if they will come back and repair.

Landscape Committee / DWCP – Mr. Toogood asked if the name of phase one could be changed to 'first phase' to avoid confusion. Mr. Gaudineer gave his report and noted that the committee has met twice. They have asked PPM to coordinate a meeting with Premier to discuss their contract. The committee is in the midst of preparing a monthly maintenance schedule for the landscapers. There is an issue with irrigation over spray and they are looking into pressure regulator systems and the relocation of sprinkler heads. A landscape horticultural specialist/consultant visited the property and the committee is awaiting his report. The new irrigation controllers are weather sensitive and also tied into rear patios. Many homeowners have not updated the irrigation in the interior of the patio. The citrus trees are being watered. Mr. Sinatra stated that if the citrus trees are replaced the City is offering a \$50 rebate per tree if replaced. Eddie Ernst will be asked to re-inspect the irrigation times per DWA regulations.

A) The Board reviewed proposals from Eddie Ernst and Premier to re-landscape the pathway to the parking lot by 5779 LC. The committee feels that it is not necessary to spend this amount of money on such a small area. The committee is recommending stepping stones and trimming the oleanders. The committee will get a revised bid for just stepping stones and trimming of the bushes in the area.

B) The Board reviewed the proposal from Eddie Ernst to correct the drainage problem at 5746 LC. Motion to approve the proposal in the amount of \$2,715 made by Mr. Drayman, seconded by Mr. Blackwell, motion carried.

C) The Board reviewed the checklist from Randy Purnel regarding the final walk through held on January 15, 2016 with additions and/or changes. The committee will get back to the Board. Tabled.

D-1) The Board reviewed the request to remove a citrus tree behind 2432 LC which is a potential hazard. Motion to approve the removal by Premier made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.

D-2) The Board reviewed the request for the replacement of a tree located at 2235 LP. Tabled.
E) Mr. Gaudineer explained to the Board that the expert charges \$100.00 an hour and in the packet was an outline that the Committee was recommending the expert follow. The Board was ok with a not to exceed of \$1000.00.

Welcome Committee – None.

Solar Committee – Mr. Toogood will have a report at the next meeting.

OLD BUSINESS

Lighting – The Board reviewed the final light installation schedule. Seth Werner will email a notice to post. No action.

Purnel – Square Foot Survey Results – The Board reviewed the report prepared by Randy Purnel. No action.

Patrol Masters – Motion to approve one additional guard until the annual meeting in April 2016 made by Mr. Drayman, seconded by Mr. Blackwell, motion carried.

Spa – Mrs. Cioffi is requesting to have the spa locked. Management to investigate with DEH to see if double sided locks are allowed.

NEW BUSINESS

Lien (1) – Motion to approve the lien against APN # 681-410-040 made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.

Pest Control – The Board reviewed three bids as requested by the Board at the previous meeting. Motion to approve a contract with Frazier Pest Control to effective March 15, 2016 made by Mrs. Redwine, seconded Mr. Blackwell, motion carried. Management to send Manual Jarrett a 30 day notice.

Security Letter – The Board reviewed the letter written by Mr. Blackwell. The Board would like to include this with the next newsletter and on the website.

CORRESPONDENCE & OTHER

Pickle ball – The Board discussed the request for the installation of pickle ball courts. Ms. Ruegsegger recommended tape be put down on a tennis court as a trial basis. Mrs. Alston will speak to Jane Blair. The Board agreed that they could use the courts farthest west from the clubhouse.

Electricity Tracking – Mrs. Alston recommended tracking electrical usage. Mr. Toogood stated that he has begun tracking usage.

Sanders – The Board reviewed correspondence from Sallie Sanders regarding landscape concerns and the newly installed palm trees being installed close to units. There are concerns that eventually the fronds will damage the walls. The Committee would like Gary's recommendation before making any changes.

MANAGEMENT REPORTS

Call Logs and Work Order Logs – The Board reviewed call logs and work order logs. No action.

Security Report – The Board reviewed the log. Patrol Masters has offered to do a free vacation check for residents while they are away. Management will post info on website.

ADJOURNMENT:

With no further business to be brought before the Board at this time, the meeting was adjourned at 11:41am on a motion duly made and seconded.

**Respectfully submitted,
Jasmine Meza
Assistant Community Manager**

Barbara Croffi
Approved

3-26-16
Date