

**Villas de Las Flores HOA
BOARD OF DIRECTORS MEETING
February 25, 2017
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, February 25, 2017 at 9:00am at the Clubhouse. A quorum of Board members was present and business was conducted as is outlined herein.

DIRECTORS PRESENT

Dave Batterman, Joan Redwine, Don Blackwell, Bette Alston, John Toogood, Gail Beal, Scott Gaudineer, Barbara Cioffi and Charles Drayman

ALSO PRESENT

Shelly Ruegsegger, CMCA representing Personalized Property Management

CALL TO ORDER

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

AGENDA ADDITIONS:

Old Business – R&R's Review

HOMEOWNER FORUM

1. Diane Berini – 2374 LC – Handed out pictures of Phase 1 and stated that there are a lot of problems. 2. Allen Gribnau – 5541 LC – Will trees on golf course be replaced? Fruit tree replaced with grapefruit; can the Board do a better fruit next time? 3. Karl Waldeauer – 5714 LC – Board was interviewing landscape contractors, nothing happened. Board extended Premier's contract for a year per a recommendation from Gary Hermanowski. 4. Bill Corbett – 2121 LP – Drain issue fixed, excellent job done by all, very hands on and he is pleased. 5. James Berini – 2374 LC – In front of condo is a nightmare. He needs a timeline today of when all Phase 1 items will be fixed. Drains were backed up 2 days in a row due to rain. Diane Berini presented a petition signed by 22 homeowners to consider present items needing a fix prior to moving onto new phases of landscaping. 6. Jane Blair – 5806 LC – Weed barrier does not stop weeds and water from rain cannot get through it to drain into the ground. Scott Gaudineer reminded everyone that DWA made the Board put it down in order to get their rebate. 7. Sallie Sander – 5804 LC – Need to trim palms in the phase 1 area and low volume blowers need to be used. Pool decks are getting hosed off, is this allowed per DWA? For sanitary purposes it is. 8. Don Blackwell – 2404 LC – Reminded everyone that the book nook is done and it will be keyed shortly to match the tennis/gym key. Also the flag pole has a new flag up.

PRESIDENT REPORT

Mr. Batterman gave his report from the prior Executive meeting to include discussion on collections, contracts, violations and legal matters.

APPROVAL OF MINUTES

The Board reviewed the January 28, 2017 minutes with corrections. Motion to approve the January 28, 2017 minutes with corrections made by Mr. Toogood, seconded by Mrs. Cioffi, motion carried.

FINANCIAL STATEMENTS

Treasurers Report - Mrs. Alston gave the financial report. Mrs. Cioffi and Mrs. Alston met with the reserve analyst and he commented that he loves to come to this property because it's so well taken care of. Morgan Stanley CD maturing in April 2017, no action at this time. December and January Financials were presented from Management. Motion to approve the December 2016 & January 2017 financials as presented made by Mr. Toogood, seconded by Mrs. Cioffi, motion carried.

COMMITTEE REPORTS

Architectural and Maintenance – Mrs. Cioffi reported front doors were inspected and most are painted or replaced . Minor stucco repairs are almost completed. Work to repair/replace patio gates is ongoing. The reserve analyst stated that the paint on the buildings is in good shape.

Landscape Committee – Included in the packet was a proposal from Premier to do some additional "fixing" of the phase 1 areas. Motion to approve the proposal for 624.00 made by Mrs. Alston seconded by Mrs. Beal, motion carried.

Premier proposals: Citrus tree trimming. Motion to approve the proposal for 5625.00 made by Mr. Drayman seconded by Mrs. Redwine, motion carried. Olive tree trimming & retardant. Motion to approve the proposal for 7505.00 made by Mr. Drayman and seconded by Mrs. Redwine, motion carried. Bottle brush tree trimming. Motion to approve the proposal for 1875.00 made by Mr. Drayman and seconded by Mrs. Alston, motion carried. Ratify – Proposal for drain work throughout the property due to heavy rain – Premier Landscaping - Motion to approve the proposal for 12058.63 made by Mrs. Alston seconded by Mr. Blackwell, motion carried.

Solar Committee – Mr. Toogood reported the following: Solar - Pool 9 may have had a gas and water leak. Management sent out the gas company and it was determined there was no gas leak. There were two water leaks at the pool equipment. For February the HOA saved 16% on gas usage compared to January at 12%. There were two leaks reported at parking lot 11 in the solar system on the carports. John from the Solar Company replaced two panels where two leaks occurred within days of each other. The pool pumps have been shut off from 12-1 to drain. They will be on 24/7 next month. We don't have solar electric. I think John was referring to the new LED bulbs. John is looking into solar panels for electricity throughout the whole property.

ONE-PS - Mr. Toogood attended a meeting, synopsis provided in the Board packet.

OLD BUSINESS

Rules & Regulations Revision - Mrs. Cioffi provide another draft for consideration. Everyone responded but one person. It was agreed that she will send it out one more time for comments then seek to approve at the March meeting.

Roof Maintenance Proposals RAM & Western Pacific – Motion to approve the proposal from RAM Roofing in the amount of 12650.00 made by Mrs. Alston seconded by Mr. Toogood, motion carried.

Balcony Decks – Motion to approve the proposal from WICR to maintain the 130 balcony decks in the amount of 17600.00 made by Mr. Gaudineer and seconded by Mrs. Beal, motion carried.

Speed Bumps - Discussion and tabled.

Emergency Expense Fund - Management/PPM – Mr. Toogood asked the Board to consider increasing the current emergency fund from \$1,500 to \$2,500. Motion to approve made by Mr. Toogood seconded by Mrs. Alston, motion carried.

NEW BUSINESS

Liens (0) – None

Ratify – Parking Lot 17 Trash Enclosure Doors F&F Construction – Motion to approve the proposal to repair the doors by F&F that were backed into by someone made by Mrs. Alston seconded by Mrs. Redwine, motion carried.

CORRESPONDENCE & OTHER

Mark Gruman – 5767 LC – Owner sent in an email along with a picture of his vent and stated that the company that came out to clean his dryer vents and they said the second story vent was not up to code and the HOA needed to handle it. Management to investigate and Mrs. Cioffi will send a picture.

Gail Goetz – 5746 LC – Owner provided a bill for reimbursement for cleaning of a clogged vent on the roof for 175.00. Motion to approve made by Mrs. Alston seconded by Mrs. Beal, motion carried.

Nancy Radar – 2366 LC – Owner provided an email along with suggestion for the common areas to include considering "Kurapia" grass/turf. The Board reviewed and will keep in mind for possible future use.

MANAGEMENT REPORTS

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

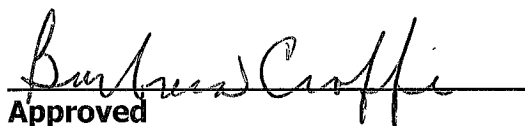
NEXT MEETING

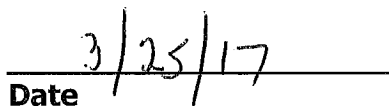
Regular Meeting – March 25, 2017 at 9:00am at the clubhouse.
Annual Meeting – April 1, 2017 at 9:00am at the clubhouse with an Open House later in the evening. Jane Blair volunteered to be the Inspector of Elections.

ADJOURNMENT

With no further business to be brought before the Board at this time, the meeting was adjourned at 10:20 a.m. on a motion duly made and seconded.

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


Approved


Date