

**Villas de Las Flores HOA**  
**BOARD OF DIRECTORS MEETING**  
**June 25, 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, June 25, 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, Joan Redwine, Don Blackwell, Bette Alston, John Toogood, Charles Drayman, Barbara Cioffi & Sean McCormick

**DIRECTORS ABSENT**

Ira Andersen

**ALSO PRESENT**

Shelly Ruegsegger, CMCA representing Personalized Property Management

**CALL TO ORDER**

Mr. Batterman called the meeting to order at 9:00 am.

**AGENDA ADDITIONS:**

Pool Furniture – Regular / Old Business  
Frazier Contract – Exec / Contracts

**GARY H. – LANDSCAPE CONSULTANT**

Mr. Hermanowski was present and introduced himself and shared his thoughts on pool 10. The grass does not currently look good and the plant material in front of the buildings is not consistent and he would like to soften the area around the pool fencing with plants. He would like to incorporate summer and winter plants and have a Mediterranean look rather than all desert landscape. Designs will be presented for pool 10 then they will move to pool 9 etc. Designs were presented for the areas in front of units to include the pool areas. Mr. Blackwell would like another citrus tree put back in. It was noted that a tree was included in the design. The next step is to finish the designs and send them to the owners for feedback in the pool 10 area. The Board would like to get bids in August for review at the September meeting. Existing plants that are in good condition will remain. Irrigation will have to be tied together and may be a challenge. Each pool area will have a unique design but similar. Designs will be equal but may have color variations. Insects on plants will always be an issue but they should be treated. Mr. Blackwell questioned how this would be paid for. There is a line item in the existing reserve study. Mr. Batterman says that they are not rushing into this. The homeowners present noted that they didn't want the pool fencing covered with plants. Mr. Blackwell would like a letter detailing this concept to go to owners. Mr. Gaudineer will draft a letter for the Board to review.

**HOMEOWNER FORUM**

Sallie Sander – 5804 LC – She has hired the new pest control company to spray inside her unit however they are not spraying inside her patio. Management her know about discussion with technician and we will reiterate to go in her patio to the contractor.

Diane Berini – 2374 LC – The cleaning of DG is not being handled well. Two contractors are not blowing correctly and throwing clouds of dirt under the gate and under the walls of the patio. Management to contact the contractor.

## **PRESIDENT REPORT**

Mr. Batterman gave his report on the last executive session held. He reported that items discussed were: contracts, legal, collections and violations.

## **APPROVAL OF MINUTES**

The Board reviewed the May 28, 2016 minutes as presented. Motion to approve the May 28, 2016 minutes with corrections made by Mr. McCormick, 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. Motion to accept the May 2016 financial report as presented made by Mr. Toogood, seconded by Mrs. Alston, motion carried.

Morgan Stanley – The Board reviewed the CD investment maturity schedule. Motion to approve rolling over a \$50,000 CD scheduled to mature July 2016 until July 2019 approved by Mr. Toogood, seconded by Mr. Blackwell, motion carried.

## **COMMITTEE REPORTS**

Architectural and Maintenance –

- 2283 Los Patos – The Board reviewed the application for the awning replacement. Mrs. Cioffi noted that green strips are not consistent with others installed throughout the community. She recommended that the owner use an awning with blue strips. Mrs. Cioffi to deny and ask the owner to re-submit.
- Gates – Mrs. Alston's and Mrs. Cioffi's gate review list was included in the packet. There were 3 recommended for replacement by John Foster of F&F Construction. Motion to approve replacing the three gates on the spreadsheet with a hook and eye latch in the amount of \$2,820.00 made by Mr. Drayman, seconded by Mr. Toogood, motion carried.
- Carport painting – Motion to approve the proposal from Mark Dees to paint electrical conduit, electrical boxes and other bare metal/wood in the carports where fixtures were removed in the amount of \$1,350.00 made by Mr. McCormick, seconded by Mr. Blackwell, motion carried.

Landscape/DWCP – Mr. Gaudineer gave his report. Mr. Gaudineer recommended that the committee be given a monthly budget to take care of smaller issues/projects that don't need to come to the Board every month. Motion to approve \$900.00 a month as the budget for the Landscape Committee to come from the operating account made by Mr. Toogood, seconded by Mr. Drayman, motion carried. Direction to come from Mr. Gaudineer or Ms. Ruegsegger only to contractors.

- The Board reviewed the proposal from Polanco to remove a palm tree from the clubhouse. Motion to approve the proposal in the amount of \$900 made by Mr. Toogood, seconded by Mr. Drayman, motion carried.
- Mr. Hermanowski has proposed to walk the property and meet with the maintenance company and report to the Board and management at a cost of \$300 per month. The Board would like for Mr. Hermanowski to come back with a contract to review at the September meeting. It was questioned if he needed insurance for working as a consultant. Management to find out and report to the Board.

- The Committee would like to propose that Eddie Ernst continue maintenance from July 1, 2016 until the end of October. Further discussion to be held in executive session. It was noted that Mr. Ernst needs to fix the condition of the grass in the "football field", north of parking lot 4.
- Proposals in packet to be taken care of by the committee under their designated monthly approved budget.

Welcome Committee – None. The Board asked Management to take this off the future agendas.

Solar Committee –

- Solar Electric - Mr. Toogood reported that he was asked to get two additional bids. One company he asked a bid for said that the HOA does not meet their business profile. The other company should have their proposal next week.
- Energy Services Contract – To be discussed in Executive with the memo from legal counsel and contract.

### **OLD BUSINESS**

Monterey Energy – Mrs. Cioffi reported that she conducted a walk through with Seth Warner and Mr. Andersen in regards to the carport lighting. It was noted that there were a few parking lots that did not have the lighting that was promised. Monterey to come back to finish the work.

PS1 / Tahquitz – Mr. Blackwell gave a report and a handout on his meeting with this group which its goal is to make Golf Club Drive safer for pedestrians. There was also discussion on the CV Link project. One-PS would like for Villas de Las Flores to be part of this. *Motion to approve Mr. Toogood and Mr. Blackwell to be the representatives for the Board & HOA at these meetings made by Mr. Drayman, seconded by Mrs. Redwine, motion carried.*

Pool Furniture – Mr. Batterman asked each Board member to look at their pools furniture for repairs and report what is needed to management within the next two weeks.

### **NEW BUSINESS**

Liens (1) - *Motion to file a lien against APN # 681-410-040 made by Mr. Toogood, seconded by Mrs. Alston, motion carried.*

Real Estate Signs/Estate Sales – The Board discussed a request from a homeowner to hang a for sale sign off his balcony. Mr. Batterman stated that is not allowed.

Coupon Books – Mrs. Cioffi reported that she polled 10 homeowners and they do not wish to receive coupon books. The Board discussed, no action at this time.

### **CORRESPONDENCE & OTHER**

Brett Smith - 5886 LS – The Board reviewed correspondence from Mr. Smith. They agreed that if Mr. Hermanowski is contracted to be on property he would be able to handle these kinds of concerns. Mr. Gaudineer responded to Mr. Smith's email.

Diane Berini – The Board reviewed correspondence from Mrs. Berini who was in attendance for the meeting. Mr. Batterman reiterated that the Board does not want individual owners doing their properties. The Board asked Mrs. Berini if she would like to gather information from the owners around pool 9 on what their desires are for a new landscape design. She agreed to do this and report the information to the Board at the next meeting.

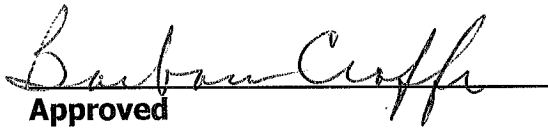
**MANAGEMENT REPORTS**

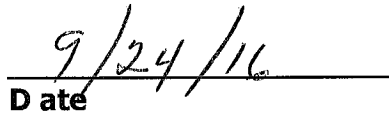
Call Logs and Work Order Logs – The Board reviewed call logs and work order logs. No action.

**ADJOURNMENT**

With no further business to be brought before the Board at this time, the meeting was adjourned at 12:20pm on a motion duly made and seconded.

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

  
Approved

  
Date