

**Villas De Las Flores HOA
BOARD OF DIRECTORS MEETING
September 26, 2015
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, September 26, 2015 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, Don Blackwell, Bette Alston, John Toogood, Charles Drayman, Joan Redwine and Sean McCormick

DIRECTORS ABSENT:

Janet Long

ALSO PRESENT:

Shelly Ruegsegger, CMCA representing Personalized Property Management
Randy Purnel, Landscape Architect

CALL TO ORDER:

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

AGENDA ADDITIONS:

New Business – Water Consumption
Old Business – Carport Lights

HOT PURPLE ENERGY PRESENTATION

Nate Otto, President of Hot Purple Energy was present. He has proposed to install 36 panels on 10 carports that would be used to power the pool pumps. The feasible savings is approximately 60-80%. The intention is to provide a balance. During the day you get more exposure then at night you use the stored up energy. This will result in a credit back to the HOA. It would be best to run the pumps at night. The variable speed pumps are good to have. Mr. Blackwell mentioned the dirty pools in relation to what he suspects, the reduction at the pumps to save a few dollars. He believes it needs to be changed and that the pumps need to produce enough energy to keep the pools clean. Nate stated that the pumps can run low during the day and higher at night. No action at this time just informational.

BOARD MEMBER RESIGNATION

The Board reviewed the letter from Mrs. Long giving her resignation. The Board would like to fill her position by October.

HOMEOWNER FORUM:

Bill Westland – 2350 LC - Commented on the slurry, best job in a while. Recommended that the board install a stop sign at the entrance corner to slow traffic.

Richard Shiel – 5726 LC - Commented that he has a friend on a committee in Dana Point, Villas needs a full landscape committee to address day to day issues.

Jim Berini – 2374 LC – Commented about the trees on Golf Course Drive and the rumor of the removal. There is dead grass by their unit, also many ants. The ground support by the dumpster needs to be repaired.

APPROVAL OF MINUTES

The Board reviewed the June 27, 2015 minutes. Motion to approve the June 27, 2015 minutes with corrections made by Mr. Toogood, seconded by Mrs. Alston, motion carried.

FINANCIAL STATEMENT

Mrs. Alston gave the financial report. She sent the reports out early for the Board to review ahead of time. For year end June 30, 2015 the association was \$29,000 under budget. Mr. Toogood stated that Mr. Andersen has initialed checks and he does not believe that is legal. Balance sheet, income statement and check register were only given in the packet. Note: The full financial was given to the President and Treasurer. Motion to accept the June, July and August 2015 financials for filing made by Mr. Blackwell, seconded by Mr. McCormick, motion carried.

Operating Transfer – There is a CD that is to mature next week. Motion to approve a CD in the amount of \$50,000 to renew October 2016 made by Mr. Blackwell, seconded by Mr. McCormick, motion carried.

COMMITTEE REPORTS

Architectural and Maintenance – Mr. Andersen reported that the umbrellas have been completed; two need to be refurbished. Two proposals were given by Patio Furniture Doctors one umbrella to be repaired and one pre-owned to be purchased, Motion to approve the proposals made by Mr. Andersen, seconded by Mr. Toogood, motion carried.

Mr. Andersen is proposing to install more stop signs and lines at the entrance. Scott Gaudineer will work on signage with Mr. Andersen. Mr. Drayman suggested no signs just stencils painted on the road with lines. Motion to approve the installation of stop sign stencils and lines on all three areas at entrance, hold on signs made by Mr. Drayman, seconded by Mr. Blackwell, motion carried.

The Board reviewed the proposal to concrete the feet on dumpster doors. Motion to approve the second option from Asphalt MD's proposal in the amount of \$2,850 to do 1,2,3,6,8,10,11,16,17 made by Mr. Blackwell, seconded by Mrs. Alston, motion carried.

The Board reviewed two proposals with options to redo vs. filling the back side of the joint in the retaining wall at the end of parking lot # 5. It was recommended to hold until the Board can discuss with Ellington in conjunction with the conservation work. Tabled.

Welcome – None.

Landscaping – Mrs. Redwine gave her report. The Board reviewed the proposal from Premier to assess the Golf Course trees along the perimeter for stability. Motion to approve the proposal in the amount of \$520 made by Mrs. Alston, seconded by Mr. Blackwell, motion carried. It has been proposed to eliminate Cherry and Eucalyptus trees, approximately \$4,500 – 75 trees. Tabled until the October meeting. The Board reviewed correspondence from the owner of 2370 LC requesting the association to connect their two small planting areas to HOA water. The Board agreed that she can coordinate the work with Cleo to be done at her expense. The Board discussed the schedule to over seed. It was recommended to wait until November as the weather will be cooler. Mr. Drayman will speak with Randy Purnel and Mrs. Redwine will check with DWA if okay to do.

DWCP – Randy Purnel gave a presentation. The preliminary design was presented. The committee has been busy over the summer working on the first phase trying to fine tune and have a program that is financially and esthetically pleasing. The committee has been exploring landscape, hardscape and lighting. The committee will have a recommendation. Mr. Purnell reviewed the drawings. Mr. Toogood asked what percentage of the property will be phase 1. The number is important in regards to future planning financially with the correct landscape maintenance proposal. Mr. Batterman stated that this phase is the biggest disruption. The rest will be tied in with Phase 1 and smoother. Mr. Gaudineer wants to reduce the water consumption and watch what happens with the phase 1 meter to engage what happens going forward. Mr. Toogood would like to know how much water will be saved. The association has been saving on water since March. Mr. Gaudineer agreed that goals being set have to be met and one is water. Mr. Gaudineer will get the information that Mr. Toogood is requesting. Mr. Purnell stated that the vegetation is superior compared to what is installed now. The smart controllers are self managed and that will be a help as well as the reduction of maintenance costs. Mrs. Redwine asked about DG washing away. Mr. Gaudineer stated that the contract has in it to replace within 6 months if this happens. The committee received good references for the three bidders and went out to look at some of their work. The contractors will be managed by Mr. Purnel. He will be onsite as needed. Mr. Batterman asked if the Board is able to make changes after the contract is awarded, yes. A homeowner asked when the work is scheduled to be completed, approximately by December 16, 2015 two months to complete for rebates. This may not save much water but the alternative is dead grass throughout the community. The recommendation from committee to do improvements is Eddie Ernst. They would not like to put two of the stairways in at this point. There were general comments and discussion, Mr. Batterman stated that there will be further discussion on each vendor and the contract in Executive session.

Solar – Mr. Toogood gave his report to coincide with the solar presentation. No action, tabled.

OLD BUSINESS

2014-2015 Financial Review - *Motion to approve the draft financial report prepared by Bruce Wilcox made by Mr. McCormick, seconded by Mr. Drayman, motion carried.*

Carport Lighting – Management will find out when the lights are to be installed, notices to be posted prior to installation.

Camera / Guidelines – The Board reviewed the draft architectural guideline addendum prepared by the association attorney. *Motion to approve the draft guideline made by Mr. Andersen, seconded by Mrs. Redwine, motion carried.*

Flag Pole Light – The Board reviewed the proposal from Desert Properties Light to install a LED light at the base of the flag pole. Tabled.

Los Santos Addresses – The Board reviewed the proposal from Signarama to install 5 street name signs on duplicate address numbers. *Motion to approve the proposal in the amount of \$144.93 made by Mr. Toogood, seconded by Mrs. Alston, motion carried.*

Pool Signs – Management reported that 11 pool and 2 spa signs are to be replaced with Management/PPM contact info.

NEW BUSINESS

Water Consumption – Mr. Toogood reported that water usage was more in July and August than in June. Mrs. Alston discussed the usage at 5503-5511 and how it continues to go up. DWA recommended a water assessment. DWA recommended that a leak detector company assess around that building, under slabs and etc. Management to see if owners will allow the company in their units.

Competitive Bid Threshold – Mrs. Alston stated that they get laced with placing work with contractors and have a fiduciary duty to get multiple bids. Motion to approve the threshold in the amount of \$10,000 made by Mr. McCormick, seconded by Mr. Andersen, motion carried.

MANAGEMENT REPORTS

Call Logs & Work Order Log – The Board reviewed the logs. No action.

CORRESPONDENCE & OTHER

Owner emails – The Board reviewed correspondence regarding landscaping. No action.

Barbara Cioffi – Reported that Vector Control has sprayed and there are still many ant mounds throughout the community. Management will ask Manual Jarrett for a proposal to treat the entire property.

Pam Jundy – FHA Certification – Management advised of attorney memo on the subject in the executive session packet. Pam Jundy gave some updated information and stated that other owners have shown interest in this. She believes this does not need to be done by the attorney. The attorney states that the CC & R's may need to be amended and the Board needs to be sure that all phases of the project were properly annexed; The Board doesn't feel there is a demand for it. No action at this time.

Security Reports – The Board reviewed the logs. No action.

NEXT MEETING DATE

Regular Meeting, October 31, 2015 at 9:00 am at the Clubhouse

Open House – December 5, 2015 at 10:00 am at the Clubhouse

Town Hall – December 5, 2015 at 5-7 pm at the Clubhouse

ADJOURNMENT:

With no further business to be brought before the Board at this time, the meeting was adjourned at 12:30 pm on a motion duly made and seconded

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

APPROVED:

Dave Batterman, President

Date