

**Villas de Las Flores HOA  
BOARD OF DIRECTORS MEETING  
JANUARY 25, 2020  
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 25, 2020 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**

Scott Gaudineer, David Ranalli, John Toogood, Charles Drayman, Aaron Ashcraft, Bette Alston, Judith Sweeney and Barbara Cioffi

**ALSO PRESENT**

Shelly Ruegsegger - Senior Community Manager representing Personalized Property Management

**CALL TO ORDER**

Mr. Gaudineer called the meeting to order at 9:01 a.m.

**HOMEOWNER FORUM**

5803 LC – The landscaping looks great and asked the timeline to finish all pool areas.  
2338 LP – Commented on the stolen plants.

**PRESIDENT REPORT**

Mr. Gaudineer stated that his report is in the packet and will be posted on the website.

**APPROVAL OF MINUTES**

The Board reviewed the December 21, 2019 regular meeting minutes. *Motion to approve the December 21, 2019 minutes as presented made by Mr. Ashcraft, seconded by Mrs. Alston, motion carried.*

**FINANCIAL STATEMENTS**

Mrs. Alston gave the financial report for December 2019. Ms. Ruegsegger emailed the financials with the GL report to the board prior to the meeting. After review, *Motion to accept the financials for December 2019 as submitted by PPM for filing made by Mr. Drayman, seconded by Mrs. Sweeney, motion carried.*

Morgan Stanley – Discussion on a CD maturing February 2020 for \$100,000. After discussion, *Motion to roll over \$50,000 maturing 2022 and another \$50,000 maturing 2023 made by Mrs. Cioffi, seconded by Mrs. Alston, motion carried.*

**COMMITTEE REPORTS:**

**Architectural and Maintenance – Chairman, Barbara Cioffi**

Mrs. Cioffi stated that there was a maintenance inspection done in January and the report is in the packet. Mr. Toogood mentioned there are other items that need to be done such as pool posts, painting of dumpster areas and locks for the pool pits. He suggested instead of giving the entire list to Mark Dees, to make a priority list of most important to least. There was a proposal to fix a wall that is separating from a building from Mark Dees. It was suggested that this become a project as there are other areas in the complex with this issue. Mrs. Cioffi to walk to the grounds with Mark to assess for a total project bid. There was a proposal to acid wash

and tile clean both Jacuzzi's from JSR Pools. Motion to approve made by Mrs. Alston, seconded by Mr. Ashcraft, motion carried.

### **Landscape Committee – Chairman, Charles Drayman**

Mr. Drayman gave a summary of the landscape report. Landscape report in the packet for reference. He asked for approval of the following proposals:

1. Estimate 1374 Pro Landscape - \$2,158 to install plants to be paid out of operating budget. No action necessary, within operating budget.
2. Estimate 1437 Pro Landscape - \$5,900 installation of DG to be paid out of reserves. After discussion, Motion to approve estimate 1437 made by Mrs. Alston, seconded by Mr. Ashcraft, motion carried.
3. Estimate 1439 Pro Landscape – \$1,250 for treatment of Tacoma's and Caleandras to be paid out of operating GL 5140. After discussion, Motion to approve estimate 1439 made by Mr. Toogood, seconded by Mrs. Alston, motion carried.
4. Estimate 1438 Pro Landscape – \$2,200 re-route irrigation on berm to be paid of operating GL 5130. After discussion, Motion to approve estimate 1439 made by Mr. Toogood, seconded by Mrs. Alston, motion carried.
5. Estimate 1440 &1441 Pro Landscape – \$20,990 trim and removal of tree causing plumbing issues by pool 11. Both to be paid from reserves. After discussion, Motion to approve estimate 1440 made by Mrs. Alston, seconded by Mr. Ashcraft motion carried. After discussion, Motion to approve estimate 1441 made by Mrs. Sweeney, seconded by Mr. Ranalli motion carried.
6. Estimate - Pro Landscape - \$3,300.82 installation of new plants that were stolen. After discussion, Motion to approve the estimate made by Mr. Toogood, seconded by Mrs. Alston, motion carried.

### **Rules Committee – Chairman, Aaron Ashcraft**

The violation log is in the executive packet for board review.

### **Utilities Committee – Chairman, John Toogood**

The utility report was given to the board as a hand out.

### **CC&R'S/Bylaw Changes**

CC&R's/Bylaws – There was discussion on more changes to the documents. Mr. Toogood will email his changes to Ms. Ruegsegger for the attorney. Tabled.

### **OLD BUSINESS**

Liens – Motion to approve authorization of a lien on APN #681-450-006, made by Mr. Drayman, seconded by Mrs. Alston, motion carried.

Draft Election Rules – Motion made to adopt the Election Rules to be in compliance with SB 323, made by Mr. Toogood, seconded by Mrs. Alston, motion carried.

Front Security Gate History – The 2014 survey results were included in the packet for the board to review. More research to be done. Tabled.

**NEW BUSINESS**

Clubhouse Annual Cleaning – After discussion, Motion to approve the cleaning of the clubhouse on an annual basis at a cost not to exceed \$700.00 and to include the electrical room, book room etc made by Mr. Toogood, seconded by Mrs. Cioffi, motion carried.

**CORRESPONDENCE & OTHER**

The board reviewed correspondence and tabled at this time, to review.

**MANAGEMENT REPORTS**

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

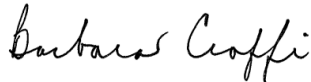
**NEXT MEETING**

February 29, 2020, 9:00 am @ the Clubhouse.

**ADJOURNMENT**

With no further business, the meeting was adjourned at 10:25 a.m.

**Respectfully submitted,  
Shelly Ruegsegger  
Senior Community Manager**



**2.29.20**

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**Barbara Cioffi, Secretary**

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**Date**