

**VILLAS DE LAS FLORES HOA
BOARD OF DIRECTORS MEETING
MAY 30, 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, May 30, 2020 at 9:00 a.m. via zoom video conferencing. 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, and Barbara Cioffi

ALSO PRESENT

Shelly Ruegsegger - Senior Community Manager and Caren Oliva, Assistant Community manager representing Personalized Property Management, and 5 Homeowners

CALL TO ORDER

Mr. Gaudineer called the meeting to order at 9:04 a.m.

AGENDA ADDITIONS

Pool 4 – Add painting of gates posts.

HOMEOWNER FORUM

Tom Butts – plants installed on the back side of property is not as mature and doesn't look as nice as it does in the pool areas. Mr. Drayman will look at the areas he is referring to and will double check the plant sizes.

PRESIDENT REPORT

Mr. Gaudineer thanked Ms. Ruegsegger, Ms. Oliva, and PPM for keeping the bills paid and is happy with the way things have been handled during this time of the pandemic. The May presidents report is in the packet and will be posted on the website.

APPROVAL OF MINUTES

The Board reviewed the February 29 and April 22, 2020 regular meeting minutes. Motion to approve the February 29, 2020 with corrections made by Mr. Toogood, seconded by Mr. Drayman, motion carried. Motion to approve the April 22, 2020 with corrections made by Mr. Toogood, seconded by Mrs. Cioffi, motion carried.

FINANCIAL STATEMENTS

Mrs. Alston gave the financial report for January, February, March and April 2020. Ms. Ruegsegger emailed the financials with the GL report to the board prior to the meeting. After review and discussion, Motion to accept for filing the financials for January, February, March and April 2020 as submitted by PPM made by Mr. Ashcraft, seconded by Mr. Ranalli, motion carried.

Morgan Stanley – CD maturing June 22nd \$100,000. Morgan Stanley recommending pushing the CD's out a few years because of interest rates being so low. After discussion, Motion to roll over CD maturing in June for 1 year for \$100,000 to June 2021, made by Mr. Toogood, seconded by Mrs. Cioffi, motion carried.

COMMITTEE REPORTS:

Architectural and Maintenance – Chairman, Barbara Cioffi

Pool Gate Locks – Mrs. Cioffi discussed key locks for the pools. After discussion, the maintenance committee to research ideas on adding key locks to all pools with perhaps push bars for egress. It was recommended to use the same key that is used for tennis and the gym.

Pool Posts (sand & paint) - Ms. Ruegsegger to get a proposal from Mark Dees and Jon Foster for the June Meeting.

Landscape Committee – Chairman, Charles Drayman

Mr. Drayman gave a summary of the landscape items completed to date. There was discussion about Pro doing work prior to receiving approval. Ms. Ruegsegger to advise Pro they are not to start any work without approval first. If they do any work without approval they will not be paid for it. It was also asked that Ms. Ruegsegger organize with Pro and the golf course to have the Palm trees trimmed at the same time. Price was reduced from last year about \$200. Mr. Drayman asked for approval of the following:

1. Estimate 1533 - Pro Landscape - \$6,255
After discussion, Motion to approve estimate #1533 to trim the palm trees made by Mr. Toogood, seconded by Mrs. Alston, motion carried.
2. Estimate 1957 - Pro Landscape - \$5,157.56
After discussion, Motion to approve estimate #1957 for the annual summer flowers made by Mr. Toogood, seconded by Mrs. Alston, motion carried.
3. Estimate 1540 - Pro Landscape - \$1,475
After discussion, Motion to approve estimate #1540 for nutgrass spraying with an additional treatment if needed for a total cost not to exceed \$3000 made by Mr. Toogood, seconded by Mr. Drayman, motion carried.
4. Estimate Pool 4 - \$1,838.56
Remove three areas of grass in addition to the desertscape being done at the pool area currently. A comment was made that if this grass is removed; this pool will have no grass anywhere and will be the only pool area with no grass.
After discussion, Motion to approve removing two areas with Mr. Drayman consulting with Pro and the third area to be consistent with the other pools made by Mr. Toogood, seconded by Mr. Drayman, motion carried.

Rules Committee – Chairman, Aaron Ashcraft

The violation log is in the executive packet for board review. No action at this time.

Utilities Committee – Chairman, John Toogood

No report at this time

OLD BUSINESS

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

Roof Work – After discussion, request RAM to provide updated estimate with prioritization of the work identified from the 2020 maintenance work.

2020-2021 Reserve Study – Motion made to approve the 2020/2021 Reserve Study as submitted by SCT Reserve Analyst made by Mr. Toogood, seconded by Mr. Ashcraft, motion carried.

NEW BUSINESS

Pool Sanitizing – Estimate for pool are sanitizing (furniture etc.) was reviewed from Chores Etc. The pools are pretty much open; the only rule is to practice social distancing if not from the same family. After discussion, Motion made to not accept the proposal submitted but rather spread furniture six feet apart and no longer restrict to 4 persons in the pool area at a time made by Mr. Ashcraft, seconded by Mrs. Cioffi, motion carried. Mrs. Cioffi will do a new notice and post it at the pools.

Newsletter – Mrs. Cioffi and the board will work on one for June.

Annual Meeting Ballot Count – Information was provided from PPM in the packet. The board agreed at this meeting to move forward with the 2020 Annual Meeting on June 13, 2020 as they did not want to wait any longer. It had already been postponed from May due to COVID.

Mrs. Cioffi advised the board that Bill McMillan offered to do the counting of the ballots sometime ago. Ms. Ruegsegger made a recommendation to the board that they consider having Nick Evans do it from Desert Management for a fee of \$250.00 because per new civil code, management is not allowed to direct or assist the inspector with any aspect of the counting of the ballots anymore and Mr. McMillan does not have experience that anyone is aware of. The board agreed to have Mr. Evans do it at the offices of PPM on June 13th at 9:00am.

MANAGEMENT REPORTS

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

HOMEOWNER FORUM #2

Items asked were about: Owner is in favor of the key locks on the pools and thanked all for handling the chaos of the pandemic; he is concerned about CD's not paying very good interest and would like to put a package together on low risk mutual bonds and will send to PPM for the board to consider. Also an owner asked if owners could have a copy of the regular packet so they can follow along with the meeting. An owner thanked everyone for doing a great job, appreciates being able to listen in via Zoom.

NEXT MEETING

Annual Meeting – June 13, 2020 – Via Zoom
Regular Meeting - June 27, 2020 – Via Zoom

ADJOURNMENT

With no further business, the meeting was adjourned at 10:45 a.m.

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

Barbara Cioffi

6.27.20

Barbara Cioffi, Secretary

Date