

## VILLAS DE LAS FLORES BOARD OF DIRECTORS MEETING May 29, 2021 | 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 29, 2021 at 9:00 a.m. via ZOOM Video conferencing in Cathedral City, CA. A quorum of Board members was present, and business was conducted as is outlined herein.

### **DIRECTORS PRESENT**

Scott Gaudineer, President  
David Ranalli, Vice President  
Barbara Cioffi, Secretary/Treasurer  
Charles Drayman, Director  
Bill McMillan, Director  
Kleev Guessford, Director

### **ALSO PRESENT**

Shelly Ruegsegger – Senior Community Manager | Personalized Property Management  
Nicolas Evans – Assistant Community Manager | Personalized Property Management  
Approximately 11 homeowners

### **CALL TO ORDER**

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

### **AGENDA ADDITIONS**

Additional Pro Landscape Bids

### **HOMEOWNER FORUM**

The following items were discussed: concern regarding pool key not working at one of the spa gates, light fixture outside of unit front door fell and needs replacement, earthquake insurance concerns about how the options were presented, question on when courts are cleaned and potential addition of a broom to clean the fallen debris, charging stations in parking lots for owners and if the Board plans on adding this feature.

### **PRESIDENTS REPORT**

Mr. Gaudineer stated the May 2021 report is in the Board packet and will be available on the HOA website.

### **APPROVAL OF MINUTES**

The board reviewed the April 24, 2021 regular meeting minutes. **Motion to approve the April 24, 2021 minutes as presented made by Mr. Guessford, seconded by Mr. Drayman, motion carried.**

### **FINANCIAL STATEMENTS**

Financial Report – Mrs. Cioffi summarized the month-to-date actuals vs. budget actuals as well as some adjustments to be made in the next month's financial.

April 2021 Financials – After review and discussion, **motion to accept the April 2021 financial for filing as submitted by PPM made by Mrs. Cioffi, seconded by Mr. Guessford, motion carried.**

(Full Financial Statements and GL Transaction Reports are emailed to the Board prior to the meeting by Ms. Ruegsegger).

Morgan Stanley – CD in the amount of \$100,000.00 to mature in June 2021. Morgan Stanley is recommending rolling over the CD for another year to expire in June 2022. After discussion, ***motion to approve rolling over the \$100,000.00 into another CD to expire in June of 2022 made by Mr. Guessford, seconded by Mr. Ranalli, motion carried.***

### **COMMITTEE REPORTS**

Architectural & Maintenance – Barbara Cioffi

- a) Concrete Handicap Access Ramp, Lot 11 – Mrs. Cioffi stated that one of the new owners by Lot 11 ask for the Board to replace the concrete curbing with a concrete ramp for ease of access. The Board reviewed two bids from Mark Dees and Vantage Point Construction. After discussion, ***motion to approve the estimate from Vantage Point Construction to install a concrete ramp in the amount of \$1810.50 made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.***
- b) Concrete Vault, Lot 9 & 10 – After discussion, ***motion to approve the estimate from Southwest Plumping to install a new concrete box housing an old inground hydrant in the amount of \$1,450.00 made by Mr. Drayman, seconded by Mrs. Cioffi, motion carried.***
- c) Community Signage – At times, emergency services and delivery drivers can't find units and lots. Owners asked for input during the meeting. Kleev, Bill and David to walk around and make suggestions on what signs are needed and where. Owners agree this is something that would need to eventually be done. Tabled for further information.

Landscape Committee – Charles Drayman - Mr. Drayman reported that the landscaping project at pools 5 & 6 has been completed.

- a) Pro Landcare Estimate (Ratify) – Pool 5 & 6 Irrigation Timers – After discussion, ***motion to approve the estimate from Pro Landcare to install new irrigation timers at pools 5 & 6 in the amount of \$9,728.76 made by Mr. Drayman, seconded by Mrs. Cioffi, motion carried.***
- b) Pro Landcare Estimate 1681 – Club House Irrigation Timer – After discussion, ***motion to approve Pro Landcare estimate 1681 to replace the irrigation timer at the clubhouse in the amount of \$9,778.10 made by Mr. Drayman, seconded by Mr. Guessford, motion carried.***
- c) Pro Landcare Estimate 1691 – Nutsedge Treatment – Mr. Guessford asked why this is not a line item included in the landscape contract to move toward a more inclusive contract. After discussion, ***motion to approve estimate 1691 from Pro Landcare for nutsedge treatment in the amount of \$1,075.00 made by Mr. Guessford, seconded by Mr. Ranalli, motion carried.***
- d) Pro Landcare Estimate 1692 – 2021 Palm Tree Trimming – The Board reiterated the importance to trim these palms year-after-year for various reasons. After discussion, ***motion to approve estimate 1692 from Pro Landcare to trim the 125 palm trees in the amount of \$6,332.50 made by Mrs. Cioffi, seconded by Mr. Guessford, motion carried.***

- e) Pro Landcare Estimate – Plant Replacement – Mr. Drayman summarized the need to replace the plants on the list provided by Pro Landcare. After discussion, ***motion to approve the estimate from Pro Landcare to replace the plants as presented in the amount of \$3,420.00 made by Mr. Drayman, second by Mr. McMillan, motion carried.***
- f) Pro Landcare estimate to add weed guard, boulders and 3/8's inch gravel to pool 6 and along the berm. After discussion, ***motion to approve the estimate from Pro Landcare for \$4743.00 made by Mr. Guessford, second by Mr. Drayman, motion carried.***
- g) Pro Landcare estimate to add grave under the mesquite trees at pool 1. After discussion, ***motion to approve the estimate from Pro Landcare for \$2604.12 made by Mr. Guessford, second by Mr. McMillan, motion carried.***
- h) Pro Landcare estimate to remove 2 Carolina Cherry trees. After discussion, ***motion to approve the estimate from Pro Landcare for \$670.00 made by Mr. Guessford, second by Mrs. Cioffi, motion carried.***

Rules Committee – Discussed in Executive Session.

### **OLD BUSINESS**

Earthquake Insurance Survey - Mr. Gaudineer summarized. Maintain as is, HOA purchase, or owner's purchase along with the HOA. Mr. McMillan thinks the survey was not user friendly, need more info and another survey perhaps? Down the road perhaps the board can have a town hall meeting to get owner's input.

Final Approval of Fine Enforcement Policy – After discussion, ***motion to approve the restated Fine Schedule & Enforcement Policy as presented made by Mr. Drayman, seconded by Mr. Ranalli, motion carried.***

Updated Strategic Planning Report – Information only. No action.

### **NEW BUSINESS**

Liens (1) – After discussion, ***motion to approve a lien authorization on APN #681-410-015 made by Mrs. Cioffi, seconded by Mr. Ranalli, motion carried.***

### **MANAGEMENT REPORTS PPM**

Call & Work Order Logs – Reviewed, no action.

### **HOMEOWNER FORUM #2**

The following items were discussed: owner would like to see examples and more detail in any future insurance summaries, so owners have a better understanding of what is and isn't covered, air conditioner replacement at club house, concern about some of the smoothness of the sidewalks, commend the Board for the thankless work they do within the community, concern about filter at pool 5 and the noise it emits.

### **NEXT MEETING DATES**

June 26, 2021 at 9:00 a.m. via ZOOM  
July & August 2021 - Dark

**ADJOURNMENT**

With no further business, the meeting was adjourned at 10:17 a.m.

Respectfully submitted,  
Nicolas Evans, CCAM  
Assistant Community Manager



---

Barbara Cioffi, Secretary

**6.21.21**

---

Date