

VILLAS DE LAS FLORES BOARD OF DIRECTORS MEETING February 25, 2023 - 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, February 25, 2023, 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

President – Scott Gaudineer (came in the meeting 10:15 am)
Vice President – Kleev Guessford
Treasurer – Barbara Cioffi
Secretary – John Marshall
Director – Charles Drayman

OTHERS PRESENT

Shelly Ruegsegger – Senior Community Manager | Personalized Property Management
Approximately 12 homeowners

CALL TO ORDER

Vice President Kleev Guessford called the meeting to order at 9:02 a.m.

AGENDA ADDITIONS

None

HOMEOWNER FORUM #1

The following topics were discussed in the homeowner's open forum: landscaping staff, pool deck cleaning, emptying of trash cans and the gate survey.

PRESIDENTS REPORT

Mr. Gaudineer stated a report will be distributed and placed on the HOA website and emailed out to owners with email addresses within PPM's database, by Mrs. Cioffi.

APPROVAL OF MINUTES

The Board reviewed the January 28, 2023, Regular Meeting minutes. After discussion, *motion to approve the minutes of the regular meeting as corrected made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.*

FINANCIAL STATEMENTS

January 2023 Financial – Ms. Cioffi summarized the financial report and focused on utilities. After review and discussion, *motion to accept the January financial for filing as submitted by PPM made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.* (Full Financial Statements are emailed to the Board prior to the meeting).

Lynn Wealth Management – Ms. Cioffi explained the investment summary as presented. After review and discussion, *motion to approve reinvesting CD's as follows, purchase two CD's one for \$50,000 out to September 2025 and one for \$60,000 out to April 2024 made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.*

Ms. Cioffi reminded owners that due to a dues increase on January 1, 2023 they may have balances on their accounts so sign up for the HOA portals and you can see you balance and payments. Contact PPM if need the invitation code.

COMMITTEE REPORTS

1. Architectural – Nothing to report.
2. Maintenance – Ms. Cioffi reported that WICR was here to do the balconies which included an inspection and re-coating. If you deck has tile on it or turf, it's the owner's responsibility. Roof maintenance will be starting March 6 if the rain stops. Mesh coverings on dryer vents on the one-story units are cleared during roof maintenance but vent cleaning on all units is the owner's responsibility.
3. Landscape Committee – Mr. Drayman reported that the schedule for landscaping in March is in the packet. He did a tree trim walk with the arborist of Pro. Orange ribbons will be removals, pink is trimming. First week of March, plants will be cut back for new growth. Fruit stripping will be done second week of March. After discussion about fruit stripping and placing fruit out for owners, *motion to accept the tree trim proposal #1894 for \$24,079.00 made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.* After discussion, *motion to accept the proposal from Pro, #1892 for the landscape project at 5503 made by Mr. Drayman, seconded by Mrs. Cioffi, motion carried.*
4. Rules Committee – Mr. Guessford noted this would be discussed in executive session.
5. Neighborhood Watch – Mr. John Plut explained about Slack and that it's an enteral discussion place for posting, group chats, etc. that will be solely about VDLF issues/items. Chat rooms, forums, one on one conversations, turn notifications on or off. Someone will need to moderate it and it will not replace the website. More to figure out before launch.
6. Solar Committee – Mr. Andrew Britt advised some members are still researching solar pool heating, trying to make sure no stone left unturned. EV – finally been assigned a case manager from Edison. Putting together costs to present.
7. Gate Committee – Mr. Marshall explained about the gate survey. It's just an initial document to see if there is interest. Ms. Ruegsegger stated this most likely will need to be on a future ballot for owner approval.

OLD BUSINESS

Parking Lot Signage – To identify parking lot numbers – PPM presented a proposal to put in numbered metal signs at each parking lot for emergency vehicles or guests, UPS etc. The board asked PPM to get a proposal for flagstone signs. The metal signs are \$2618.57, and the stone signs are \$26,419.58. Will investigate other stone options.

2022 Financial Review – After review and discussion, *motion to accept the 2022 financial review made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.*

WICR Reports – Ms. Cioffi covered under maintenance. She suggested the board send the 7 owners the recommendation from WICR to remove tile and re-coat their decks.

NEW BUSINESS

Liens (1) - *Motion to approve APN#681-460-018 made by Mrs. Cioffi, seconded by Mr. Drayman, motion carried.*

Discussion Items:

- A. WIFI for the Clubhouse – Hybrid meetings, need to get Spectrum to bid on service. Also, a TV, laptop, keyboard etc. PPM to work on facilitating when time permits.

- B. EQ Town Hall Meeting – Mrs. Cioffi would like to revisit this, have the Town Hall on April 8, 2023.
- C. Luncheon after Annual Meeting – Suggested to have the annual at the clubhouse if we have the hybrid meetings set up. Get pizza and drinks, board agreed can do after even if no hybrid meeting.
- D. PB Conversion & Resurface – Mr. Gaudineer said we have resurfacing on our work plan this year. The south courts are not lit, and cost is around 30k per court. He talked to a vender, and we can get 4 PB courts on each tennis court. After review and discussion, turn the north courts (which are lit) into 8 PB courts and resurface, also resurface the south courts only and leave tennis.
- E. Lighting Courts – This will not be done at this time because of the expense.
- F. Inspector of Election – Richard Cooper & Jonathan Dooley have volunteered to do this.
- G. Pool Furniture Assessment – Mrs. Cioffi advised we do this every year then Patio Guys take the furniture and repair it. Advise do in spring before summer.
- H. Benches & Shade for Courts – Let’s wait until the courts are resurfaced then will review the options.

HOMEOWNER FORUM #2

The following topics were discussed in the homeowner’s open forum: Pro Landscape, pool deck cleaning and trash enclosures, pickle ball, parking lot signage, WIFI in the clubhouse is good, heat every other pool or just turn off all and leave only pool 11 on during Dec and Jan.

NEXT MEETING DATES

Townhall for Earthquake Insurance Broker – April 8, 2023 @ 9:00 a.m. via Zoom
 Regular – March 25, 2023 @ 9:00 a.m. via Zoom
 Annual Meeting – April 1, 2023 @ 9:00 a.m. via Zoom or Hybrid

ADJOURNMENT

With no further business, the meeting was adjourned at 10:57 a.m.

Respectfully submitted,
 Shelly Ruegsegger
 Senior Community Manager - PPM

John Marshall

3.25.23

John Marshall, Secretary

Date