

VILLAS DE LAS FLORES BOARD OF DIRECTORS MEETING April 26, 2025 - 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, April 26, 2025, at 9:00 a.m. at the Clubhouse and via Zoom Video conferencing. A quorum of Board members was present, and business was conducted as is outlined herein.

DIRECTORS PRESENT

President – Scott Gaudineer
Vice President – Kleev Guessford
Secretary – Barbara Cioffi
Treasurer – John Toogood
Director – Jason Kilpatrick
Director – Fred Gross
Director – Charles Drayman

OTHERS PRESENT

Shelly Ruegsegger – Senior Community Manager | Personalized Property Management

CALL TO ORDER

Board President Scott Gaudineer called the meeting to order at 9:01 a.m.

AGENDA ADDITIONS None.

HOMEOWNER FORUM #1

The following topics were discussed in the homeowner's open forum: parking, clubhouse use by landscapers, asphalt for parking lots, trash bins & signage, and pool usage.

PRESIDENTS REPORT

Newsletter to be sent out shortly to the homeowners at the conclusion of the meeting.

APPROVAL OF MINUTES

The Board reviewed the regular meeting minutes of March 29, 2025. After discussion, *motion to approve the minutes of the regular meeting as presented, made by Mr. Drayman, second by Mr. Guessford, motion carried.*

COMMITTEE REPORTS

Financial – March 2025 – Mr. Toogood gave a summary of the March Financial as presented by PPM. He explained that the Reserve account is sitting at around \$600,000 with utilities on the income statement being a bit higher this month due to water issues. After discussion, *motion to approve the March 2025 financial, made by Mr. Toogood, second by Mr. Drayman, motion carried.*

Keystone Wealth – The board is currently working with Keystone Wealth to move reserve funds from to Schwab from Lynn Wealth Management. They feel this will be a better partnership and the board will see better investing options and higher interest rates.

Architectural – Mr. Gaudineer updated all on architectural changes such as a new AC condenser, awnings, and security doors. He also mentioned the need for refined signage for trash enclosures. This is something the board will investigate.

Maintenance – A proposal was provided to modify the storage area in parking lot seven to a trash enclosure. This idea was met with discord and was tabled.

Landscaping – Mr. Drayman discussed summer coming and the lack of plant replacement due to the heat. He also mentioned that Vintage Landscape will provide a report on how to keep plants from dying in the heat, to include covering them. They may also attend the next board meeting.

NEW BUSINESS

Draft Rules & Regulations – Approval for 28-day Comment - After discussion, *motion to approve the R&Rs to send out to the members for the comment period made by Mrs. Cioffi, second by Mr. Guessford, motion carried.*

HOMEOWNERS FORUM #2

The board also discussed the importance of using the work order system for reporting issues and the need for urgency in certain situations. The conversation ended with a discussion about the multi-step process of sending work orders and the use of reference numbers for tracking. The email for this is workorders@ppmineternet.com.

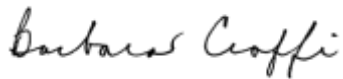
NEXT MEETING DATES

Regular Meeting, May 31, 2025, at 9:00 am via Zoom and at the Clubhouse

ADJOURNMENT

With no further business, the meeting was adjourned at 10:22 a.m.

Respectfully submitted,
Shelly Ruegsegger
Senior Community Manager – PPM



5.31.25

Barbara Cioffi, Secretary

Date

Next steps - Actions

- Legal Counsel: Proceed with enforcement action against owner violating short-term rental restrictions - **DONE**
- Keystone Wealth: Complete transfer of investments from Lynn Wealth by end of month - **DONE**
- Architectural Committee: Create and implement weather-resistant signage solutions for trash enclosures with clear instructions for recycling and waste disposal
- Vintage Landscaping: Prepare and present a plan at next meeting for protecting plants during summer heat, including strategies for citrus trees and large cacti – **COMING TO MAY MEETING**
- Jesse/Graco: Install additional dedicated electrical outlet and breaker for landscape team to prevent power issues at the clubhouse - **DONE**
- PPM: Order replacement green waste bins for locations where bins have been removed from property – **LETTER SENT TO PS DISPOSAL 5.29.25, COPY TO BOARD**
- PPM: Install new lock cover for pickleball courts - **DONE**
- Shelly: Contact John at the city office to determine how to rescind Lee's HOA letter regarding short-term rentals - **DONE**
- Shelly & Scott: Create a detailed report of landscape concerns for Vintage owners and Bruce based on the meeting discussion – **COMING TO MAY MEETING**
- Shelly: Work with Bruce to clarify roles, responsibilities, and work hours of Vintage staff - **ONGOING**
- Jason: Make Slack dormant, erase history, and notify community about potential transfer of ownership - **DONE**
- Architectural Committee: Assess signage requirements for trash enclosures
- Landscape Team: Clean up and properly store furniture after breaks/lunch at clubhouse area – **ADVISED BY PPM**
- Board Members: Use work orders system for all maintenance requests instead of direct communication with contractors
- Vintage Landscaping: Submit monthly reports to the board
- Vintage Landscaping: Attend quarterly board meetings to provide updates and address homeowner questions
- John and Charles: Conduct independent property walkthroughs and submit findings to the board for tracking and follow-up