



Board of Directors Meeting Minutes

Date: February 21, 2023

Time: 6:00pm

Location: **Office, Zoom**

Board Members:

Present (Note the # required for quorum = 4) 4			Not Present
Christian Thomas-President	Curtis Wade-Wojnicz-Secretary	Olga Gallego-Treasurer	Monica Garcia-Vice President
Kathy Beer-Member			

Minutes:

Agenda	Discussion	Tasks/Conclusion	Responsibility
<i>Call to order@6:03 PM</i>	All but Monica Garcia (who had a family emergency) present.	Roll Call	Curtis Wade-Wojnicz - Secretary
<i>Establish Quorum@6:04 PM</i>	Yes	4 needed	Christian Thomas - President
<i>Approval of Meeting Minutes@6:07 PM</i>	a) Board Meeting January 17, 2023 Minutes	<ul style="list-style-type: none"> • Kathy motions to approve the minutes • Olga seconds the motion • Discussion: <ul style="list-style-type: none"> ▪ No Discussion • Unanimous vote for yes • Motion carries. 	Curtis Wade-Wojnicz - Secretary
<i>Management Report Email Motions Since January Meeting@6:09 PM</i>	a) Pipe Repair in Courtyard at a cost of \$7,900, including modernization of pipe structure b) Replacement of Last Remaining Boiler in Room #2 with Water Heaters at a cost of \$43,000 c) Roof Repair at 253-256 at a cost of \$1,475 d) Fence Repair/Replacement Along Callaghan Rd. at a cost of \$3,940	<ul style="list-style-type: none"> • (a) This motion was made at the December 6, 2022 meeting – Curtis motioned and Olga seconded – Motion passed unanimously. • (b) Olga motions to approve vendor bid <ul style="list-style-type: none"> ▪ Curtis seconds the motion • Discussion: <ul style="list-style-type: none"> ▪ No Discussion • Unanimous vote for yes Motion carries. • (c) Kathy motions to approve vendor bid 	PMG, PMG and Board

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	<p>(reimbursable from motorist’s liability insurance)</p> <p>e) Document Retention Policy – prepared by LP HOA attorney and distributed to board for approval</p> <p>f) Open Records Request Policy – prepared by LP HOA attorney and distributed to board for approval</p> <p>g) Hot Water Leak Repair at 153-156 at a cost of \$4006</p>	<ul style="list-style-type: none"> ▪ Olga seconds the motion • Discussion: <ul style="list-style-type: none"> ▪ No Discussion • Unanimous vote for yes Motion carries. • (d) No motion needed for this action, but board voted unanimously to approve vendor bid • (e, f) Curtis motions to approve both documents <ul style="list-style-type: none"> ▪ Olga seconds the motion • Discussion: <ul style="list-style-type: none"> ▪ No Discussion • Unanimous vote for yes Motion carries. • (g) Kathy motions to approve vendor bid <ul style="list-style-type: none"> ▪ Olga seconds the motion • Discussion: <ul style="list-style-type: none"> ▪ No Discussion • Unanimous vote for yes Motion carries. • 	
<p><i>Old Business/Manager’s Report@6:15 PM</i></p>	<p>a. Magic Dr. gate refit looks to be complete at a cost of approx. \$10K</p> <ol style="list-style-type: none"> I. Re: remotes, relatively few neighbors still have working ones II. Locks have been changed on primary gates III. Curtis will seek bids to physically harden the electronic gate controls to prevent tampering <p>b. Current status of irrigation system was discussed</p> <ol style="list-style-type: none"> I. While Heritage had previously bid \$4K to repair all deficiencies, 911 Landscaping is discovering numerous previously unreported breaks II. We will examine options for reducing irrigation needs (such as through xeriscaping, at least in limited areas, after we receive 911’s repair estimate <p>c. We have only obtained to OCT-NOV 22; Armstrong-Vaughn (accounting firm) contacted Associa re: last year’s audit</p>	<ul style="list-style-type: none"> • (a.1) Free swaps for decals have been completed for all participants • (a.2) Olga motions to chain the secondary walk-in gates <ul style="list-style-type: none"> ▪ Curtis seconds the motion • Discussion: <ul style="list-style-type: none"> ▪ No Discussion • Unanimous vote for yes Motion carries. • (c) Associa failed to pay Armstrong-Vaughn for last year’s audit and tax return; Associa appears to be moving to bring us up to date, now that Armstrong-Vaughn is preparing to conduct another audit • (d) Camera issues are being worked, and will be 	<p>PMG and Board</p>

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	<p>d. Re: camera function, two around the property are broken, and several are not connecting to the monitoring/control system</p> <p>e. Google Fiber requires an architectural floor plan and for most homeowners to agree to connection. Also, Spectrum is paying LP \$4800 every three months. If LP switched to Google Fiber, time entailed would be 6-12 months</p>	<p>addressed at the March meeting</p>	
<p><i>New Business@6:34 PM</i></p>	<p>a. SRC Security Patrol Contract – board discussed terminating contract for SRC’s inadequate reporting, abbreviated patrols, missed events (such as a major water leak), and misrepresenting unsecure gates as secure</p> <p>b. Requirement for Twice Annual (Semiannual) HVAC Inspection – board discussed whether two inspections per year were really needed, and</p> <p>c. Parking and Tow Policy – board discussed shortage if guest parking spaces and possible revisions to proposed policy changes as well as online guest registration available using New Era Towing service</p> <p>d. Leasing Policy – proposed leasing policy was discussed, to include limiting number of cars per household; topic expanded into limiting weight of moving vans and other commercial vehicles entering through main gate, due to brick damage recently inflicted by a moving truck – repair bids were reviewed. Included in discussion was eviction for violation of lease policy and possible changes to the 10% limit (20 units) of non-owner occupancy</p> <p>e. Foundation issues for 153-158 and vendor bids to stabilize slabs were discussed</p> <p>f. Improvements to Pool Area – board discussed and reviewed proposals for improvements to community restrooms in cabana area, pool deck, and resurfacing of pool basin</p> <p>g. 2023 Budget – board discussed proposal presented by PMG, which included the addition of a groundskeeper for \$2600/mo. Addition of the groundskeeper would reduce the scope of lawn maintenance company’s work (thus reduce vendor fees) and assume some porter duties</p>	<ul style="list-style-type: none"> • (a) Kathy motions to terminate SRC’s services as soon as contract will allow <ul style="list-style-type: none"> ▪ Olga seconds the motion • Discussion: <ul style="list-style-type: none"> ▪ No Discussion • Unanimous vote for yes • Motion carries. <hr/> <ul style="list-style-type: none"> • (b) Board calls for homeowner input to management <hr/> <ul style="list-style-type: none"> • (c) Board concurred to replace current towing service with New Era, once parking policies have been finalized and published and the community has had reasonable time to read and act on them <hr/> <ul style="list-style-type: none"> • (e) Issue was tabled to special meeting, pending receipt of third bid on project <hr/> <ul style="list-style-type: none"> • (f) Pool deck and basin decision is tabled to special meeting, but vendor is selected to renovate bathrooms. Kathy moves that we accept M&M’s proposal <ul style="list-style-type: none"> ▪ Curtis seconded the motion • Discussion: <ul style="list-style-type: none"> ▪ Suzi Fore volunteered to head the pool committee • Unanimous vote for yes • Motion carries. <hr/> <ul style="list-style-type: none"> • (g) Olga motions to accept proposed 2023 budget <ul style="list-style-type: none"> ▪ Curtis seconds the motion 	<p>PMG and Board</p>

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	<ul style="list-style-type: none"> h. Annual Meeting was announced, to be held at 6 PM on Tuesday, April 18th at LaQuinta (as had been done over the past several years) i. Kathy proposed a community social at Chicken & Pickle (pickleball optional) 	<ul style="list-style-type: none"> • Discussion: <ul style="list-style-type: none"> ▪ No Discussion • Unanimous vote for yes • Motion carries. <hr/> <ul style="list-style-type: none"> • (h) Kathy will arrange food and drink, a nomination committee will be formed by March 17th, and online voting will be implemented alongside traditional print balloting <hr/> <ul style="list-style-type: none"> • (i) Due to booking issues for the pickleball courts, date is yet TBD 	
<p><i>Open Forum@ 7:42 PM</i></p> <p>Dane Miller</p>	<p>Dane brought up three questions:</p> <ul style="list-style-type: none"> a. Is it possible to rent out one's own parking spaces? b. What's the scope of the service which Google Fiber (which LP is considering) offers? c. What are the time commitments for serving on the board 	<p>(a) Answer: Yes (and it could help mitigate our parking shortage) <u>Caveat:</u> a follow-on conversation within the board brought up the need for clear terms and legal framework to define how this would be done.</p> <p>(b) Answer: Internet only, but one can use their service alongside Spectrum's phone and cable service</p> <p>(c) Answer: They vary, but will inevitably involve more time than just attending meetings, but less time than they did last year, due to a more robust management capability</p>	Christian Thomas - President
<p>Meeting adjourns at 7:57 PM - Kathy motions to end the meeting, Olga seconds the motion... Unanimous vote for yes.</p>			

Submitted by: Curtis Wade-Wojnicz
(Secretary)

Date: March 16, 2023

Board Approved on Date: March 21, 2023