

# VILLA CABALLEROS HOME OWNERS ASSOCIATION

## BOARD OF DIRECTORS REGULAR MEETING

SEPT. 24, 2011-ASSOCIATION RECREATION ROOM

255 AVENIDA CABALLEROS , PALM SPRINGS, CA  
MINUTES (DRAFT)

**Meeting called to order** at 9:05 by Board President, Mark Davis. Also present Rich Morrissey. Syd Steinbock and Dennis Hoff attending by phone conferencing which satisfied the quorum requirements. Also present Lanari & Lane Association Mgt. Agenda approved as posted without additional comments.

**Minutes.** Motion by Dennis and Rich to approve the Minutes of the Board's Regular Meetings on June 18 and July 25, 2011. Corrections noted that 2 Board positions up for vote at next Annual Meeting. Motion Passed.

**Correspondence:** Rich and Syd duly motioned to approve the correspondence as presented. M.P.

### **Reports:**

Mark reviewed the cash flow accumulated financial reports thru August 31, 2011 which verified the association was under the projected annual budget by \$7,978 and by combining the totals of the Reserve Fund and Operating Funds the total assets are \$215,000. One homeowner account on a payment plan has successfully maintained the payment schedule. One other account was liened as of 07SEP. A previously known non-collectable write-off of approx. \$4,000, due to previous debt prior to bank foreclosure has yet to be expensed. One delinquent account is in escrow with problematic Indian lease issues, and due to past history, approval to proceed with a lien, should it be needed prior to closing, was approved. Rich made a motion, seconded by Dennis for authority to process the lien on property known as #AP-----, with action to be implemented unless funds are received thru anticipated escrow closing. Motion Passed.

Budget projection for the 2012 fiscal year should remain basically the same as current. There will be an increase in 2012 in the reserve fund allocation in accordance with the current Reserve Study offset by reductions in other expense accounts. There are a few variances in the utility accounts that will assist in balancing the 2011 budget increases. Mark stated there are no known increases at this time that will increase the monthly maintenance fees for 2012 and once the SEP financial statement is received, the budget will be calculated based on 9 month actual history and projected remaining expenses.

Motion to approve the year to date; 8/31/11, financial reports as presented was made by Syd, second by Dennis. Motion Passed.

Management reported on routine maintenance items and reviewed several items of repairs to the fountain . Ann also noted the guidelines for maintenance of the recently refurbished upper walkways by vendor W.I.C.R. has been received as well as the 10 year warranty Terms and Conditions.

The Board reviewed the proposal, also from W.I.C.R., to make corrections to the cement walkway between bldgs. 2 and 3. This includes grinding down the areas tarnished by spilled nail polish and a raised section (trip and fall) area. Ann will go back to the vendor to discuss a couple of items brought up during the discussion of the overall proposal . Decision to use this same vendor was approved by motion made by Rich, second by Syd. Motion Passed.

#### **Committees:**

Landscape: Fall trimming on schedule for mid-late OCT, pending on weather as hot temps could damage the freshly pruned trees. Landscape committee will review remaining fall schedule upon Syd's return. The summer flowers, usually burnt out by this time, are still looking good.

Pool/spa: It is projected to turn on heater around the usual time of mid-October with consideration given to the exceptionally warm temps we are currently experiencing.

A tile is missing on the south end of the pool. Extra tile is stored in the "luau" room. Mgt. to report to pool vendor.

Rules and Regs. Committee member, Sue Hoff, reports she has been working on re-writing R&Rs. The full R&R Committee will meet prior to the next Board Meeting.

Web Site: There is no count known of total site viewers, but Mark reports 94 accesses to the secure Homeowner's Section and read a complimentary letter on how useful the website is for part-time owners who live far away. Mark again thanked Jon Smith for his efforts to launch the website and expressed that effort has been worth the small expense and valuable to Homeowners.

#### **Current Business:**

Awnings: It was agreed that awning design will remain as originally designed and recovered in a terra cotta of Sunbrella fabric. Pines to Palms Awnings did the first proto-type and will be contacted again to bid the overall job. Also, Country Club Awnings will be given the opportunity to present a proposal. Mgt. to be provided with all details to obtain bids for next meeting.

Land Lease: Mark reported no response from the contact source regarding information on the details of the land lease.

Insurance: The renewal of the master policy, due early SEP2011, was handled by review and vote by e-mail and paid thru the loan of funds from the Reserve Fund for the premium to be paid in full without interest. The pay back schedule will be handled in the manner used in prior years for full reimbursement to reserves in one year. The Members of the Board were pleased the premium increased only \$144, for a total of \$14,655, and includes extra benefits not previously in the policy. An additional \$166, was added, per recommendation by mgt., to cover some aspects of fraud/theft as further protective measure. A motion made by Syd, second by Rich to ratify the actions taken outside a regular board meeting by using the e-mail voting procedure passed.

**New Business:**

Roof Drains: Management to solicit bids and will contact Western Pacific Roof Company for a suggestion on the company to use. Close attention to be requested for problematic areas of building 3 roof and to the drain above elevator shaft behind false roof façade..

General Handyman Service: Mark suggested locating a maintenance company to perform general maintenance items. Mgt. stated that a company they had recently used at another HOA, fully insured and licensed, has worked out well.

Baristo Neighborhood Association: Mark described the “blades” in place on top of street sign post which marked a designated neighborhood area; i.e. Movie Colony, Deepwell, etc. that the Baristo Neighborhood Association is finding sponsors for. He requested funds be approved to purchase 2 “blades” installed, not to exceed \$300. An actual request for payment will be presented to bookkeeping with exact prices, payee and mailing address. Rich motioned to make the purchase of the “blades”, Syd second. Motion Passed.

Common Area Violations: Management mention this violation has been cured relative to pet maintenance, but will keep watch over the area of installation of unapproved doggie run and lack of proper disposal of dog waste in the area of the #2 building.

Home Owners Forum: There was mention of the lack of debris pick-up of palm tree pod fuzz along Arenas Street which the City street sweepers had cleaned it up after it was brought to management’s attention. Mgt. was asked to instruct gardener to better watch for trash blown on property. Also there was mention of ponding on some areas of the walkways and wondered why this was not corrected during the recent refurbishing project. Mark explained the problem was not the walkways but underlying construction that when investigated a few years back was cost prohibitive as it involved tearing out the overall construction underlay of the upper walkways in specific areas. If gardener is not on site after rains, some areas are still swept by neighbors.

Also another owner inquired about maintenance of the wood beams on upper floor balconies. This is reserve expense and will be an agenda item at the next meeting.

One owner wanted to discuss installation of sun screens and was asked to determine what was desired and to complete architectural request for committee review and recommendation to Board.

Board Meeting for October is set for 9:00 a.m. on Saturday, the 15<sup>th</sup>, with an executive meeting to follow for a hearing at 11:30, relative to payment of the deductible regarding a master policy insurance claim.

Adjournment : 10:03.a.m.

Board will reconvene immediately for follow up to previously reviewed executive matters.

Submitted by \_\_\_\_\_,  
George Zander, Secretary/Treasurer

Prepared by Ann Lanari

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**PLEASE NOTE; NOT FOR PUBLICATION AT THIS TIME.**

VILLA CABALLEROS HOME OWNERS ASSOCIATION BOARD OF DIRECTORS

EXECUTIVE MEETING

SEPT. 24, 2011-ASSOCIATION RECREATION ROOM-255 AVENIDA CABALLEROS , PALM  
SPRINGS, CA

MINUTES (DRAFT)

Meeting called to order at 10:03 a.m. Minutes of June 18, 2011 Executive Session reviewed and approved as presented.

Management confirmed the housekeeping company had been confused but after conference with their insurance agent payment was to be made on September 23, 2011.

Also, after another attempt by management to assist the lighting maintenance person to obtain liability coverage( Mr. Schwitters), it was confirmed with management and President Mark that the insurance has been put into effect and management will receive written confirmation from the insurance agent which is the same company used by the housekeeping service. Manager noted no verification has been received but to give it another week.

Manager confirmed a copy of the fully signed contract renewing Lanari and Lane Association Management agreement is in Association's files.

Adjournment: 10:10 a.m.

Submitted by\_\_\_\_\_

George Zander, Secretary/Treasurer

Prepared by Ann Lanari