

November 12, 2020 Minutes of Board of Directors Meeting

Minutes of the Board of Directors Meeting

The Board of Directors Meeting for the La Collina Homeowner’s Association was held on Thursday, November 12, 2020 via Zoom.

I. CALL TO ORDER/ROLL CALL

Mr. Jeff Reese called the Board of Directors Meeting of the La Collina Homeowner’s Association to order on November 12, 2020 at 6:31 p.m.

Board Members Present and Constituting a Quorum:

- Jeff Reese, President
- Chris Watson, Vice President
- John Bechtold, Treasurer
- Ramon Grullon, Member at Large

Absent

Gregory White, Secretary

Staff Members Present:

Monica D’Ambrosio, Property Manager, Meritus

4 residents

Meeting Minutes

MOTION TO:	Approve the meeting minutes from September 10, 2020.
MADE BY:	Mr. Watson
SECONDED BY:	Mr. Bechtold
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 4/0– Passed.

Committee Updates:

Architectural Committee: Mr. Bechtold stated the committee had completed the review and update to the architectural guidelines. Updated guidelines were distributed to the Board for review and approval. Mr. Reese stated the Board had reviewed in detail in advance of the board meeting.

Updated guidelines contain a reference guide notifying residents of the changes and updates that were made. Board requested the updated architectural guidelines be uploaded to the system for resident access.

MOTION TO:	Approve updated Architectural Guidelines for 2020.
MADE BY:	Mr. Bechtold
SECONDED BY:	Mr. Watson
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 5/0

Board Business:

Engineers/Irrigation Audit Proposal: Mr. Reese reviewed the proposals from RainRight and Nichols Landscaping and requested both companies provide a sample report. Reports should detail contractor's opinion if the system was installed correctly, is it adequate for the area it needs to cover, is it operating per design, does it and can it meet required capacity, and provide suggested changes/upgrades. The Board asked Meritus to have a deeper conversation with both contractors as to the Board's requirements and confirm pricing of the proposal.

The Board discussed and agree to revisit the engineer's report provided by Johnson's Engineering for discussion at a later date. The report would provide the current conditions of the community and additional concerns the Board should be aware of.

Action Item: Meritus to look at 2020 and 2021 budget to see where the expense for the irrigation and engineering audit would best fit.

WestBay and Punch-list: Board to review revised ASI proposals and sample report. Board agreed the sample report was very detailed and proposal met the requirements of the board. ASI was asked to provide one proposal for ASI to provide the oversight and installation of new trees and the second proposal was for ASI to provide oversight of installation of trees by WestBay. Proposal clarified tree removal, grinding of stumps and installation of new trees would follow the original site map for WestBay.

In the event WestBay does the removal and installation. ASI recommends they do an inspection of the trees to ensure the trees are taking to their new environment. Inspections would cost \$950 per inspection and would include a detail report.

Action Item: Send ASI proposal and sample report to attorney for their review and comments and schedule meeting to review with attorney.

Gate Upgrades: The Board is looking into three different upgrades to the gates at La Collina; preventative maintenance, upgrade gate boxes to cellular and install cameras.

Preventative Maintenance proposals were provided by Southern Access, Action Security and Accurate Electric. The Board would like contractors to provide a detail scope of what will be covered under maintenance, including service rates.

Upgrade Gate Boxes to Cellular proposal were provided by Southern Access and Action Security. Of the three gates only two require the upgrade. Southern Access was the least expensive of the two at \$650 per gate not including monthly cellular service. Monthly Cellular service was quoted at \$50 for the Grand Cresta gate and \$30 for the Beverly Blvd. gate. Mr. Bechtold stated the community would recover the cost of installation in approximately 4 months and going forward there would be a significant monthly savings.

Camera install proposal was received from IT complete and the Board is still waiting on proposals from Southern Access and Action Security. IT Complete proposed six (6) cameras at each gate for a cost of \$12,529.00. Curt Schonher, President of CDD stated IT Complete was awarded the contract by the CDD for seven (7) cameras to be installed at the cabana, pool, parking lot and kid's playground at an approximate cost of \$4,000. System is a smart system and can be upgraded for cloud storage at a later date. Recordings are kept locally for approximately 60 days. There might be a possibility to share in some of the costs with the CDD, such as the internet line required.

Action Item: The Board has requested a revised proposal from IT Completed for two cameras per gate capturing the vehicle from behind and the gate.

The Board requested the 2021 budget to include the cost for cellular to compare to actual expenses. Comparison to be ready for budget meeting scheduled Thursday, November 19th at 4:00 p.m.

Pressuring Washing of Common Areas: Request proposals for pressure washing common areas. Mr. Bechtold offered to be available to walk the contractor through the community.

Action Item: The Board requested Meritus reach out to the CDD District Manager and see if they planned on doing any pressure washing and if so, could the HOA and CDD work together to get a better price.

Budget Process for 2021: The Board agreed to have a meeting next week to review the proposed budget on Thursday, November 19th at 4:00 p.m. via zoom.

Street Stain Concerns: The streets are stained from the trash trucks leaking fluid. Residents have contacted the County to have the streets cleaned. Some residents have been successful in getting the County out to clean some areas but there are many areas that remain stained and require cleaning.

Action Item: Meritus to reach out to the County to see if they will come out to clean the streets and prevent additional trucks with leaking issue from entering the community.

Delinquent Account Process/Plan: Board agreed to differ to discuss at the budget meeting scheduled for Thursday, November 19th.

Landscape Proposal provided by ASI will be discussed at the budget meeting scheduled for Thursday, November 19th.

Members Comments:

Can towing be suspended during natural disasters? Residents may have family members fleeing flood zone areas and the driveway may not have room to accommodate all the cars. Mr. Reese stated that was a valid concern and asked that a separate email chain be started for the Board to discuss.

What is the tree replacement by WestBay? Approximately, 165 oak trees were planted instead of magnolias and maples. The Board is pursuing having the 165 oaks replaced with magnolias or maples as stated in the approve tree site plan.

Do any of the committees need volunteers? Mr. Bechtold stated he had gotten additional volunteers for the ARC committee and was planning on having a Zoom meeting next week to go over the responsibilities.

ADJOURNMENT

MOTION TO:	Adjourn the meeting at 7:45 p.m.
MADE BY:	Mr. Bechtold
SECONDED BY:	Mr. Gullon
DISCUSSION:	None further
RESULT:	Called to Vote: Motion PASSED 3/0– Passed.