

**LAKE MISSION VIEJO ASSOCIATION
BOARD OF DIRECTORS MEETING
December 12, 2017**

MEETING: Upon notice duly given and received, this meeting of the Lake Mission Viejo Association Board of Directors was held at the Lake Administration Building. The meeting was called to order by Bill Ernisse at 7:02 PM.

Board Members Present: Bill Ernisse, President
Diane Hufstedler, Vice President
Fred Mellenbruch, Secretary
Dale Tarkington, Treasurer

Staff Members Present: Kevin Frabotta, General Manager
Kevin Iverson, Controller
Bryant Watilo, Operations Manager
Jim Turner, Aquatics Manager
Amanda O'Hearn, HOA Specialist

Others Present: T. Riehl, B. Moorhead, R. Simenz, C. Mead, B. Ollry, K. Abele, D. Pinto, G. Newkirk, C. Beardsley, R. Tisdale, T. Hoadwonic, B. Noggle, J. Noggle, W. Broadhag, F. Fossati, C. Fossati, M. Gaines, H. Weicer, M. Glackin, J. Dellos, V. McCollum, and R. Beckman

Consent Agenda: Fred Mellenbruch made a motion to approve the Consent Agenda as presented to the Board. This Agenda includes: Approval of the November 14, 2017 Minutes, Approval for the hosting of Marine Appreciation Day on April 14, 2018, Approval for the Purchase of Computer Equipment (Reserve Account), Approval for the Refurbishment of 2-Party Boats (Reserve Account) and Approval for the Purchase of new Biology Microscope (Reserve Account). Second, Dale Tarkington. Vote Carried 4-0-0.

Executive Session of the Board: Executive sessions of the Board were held on December 4, 2017 to discuss legal and personnel matters.

Members Forum: None

Delegates Report: Mrs. B. Noggle addressed the Board to state that she was very happy about the Board and Staffs decision to put up some more Holiday lighting, especially at the Alicia/Marguerite Corner. It was a nice touch and she thanked all for their quick response to her suggestion from the August meeting.

Mr. R. Simenz addressed the Board with a general update about the junior yacht club members and how the lake has been a positive influence in these young sailors' lives. He stated that the Junior Yacht Club Members recently placed in top spots in their races this month as well as his excitement to have them use the two new RS Tera Sailboats.

Special Presentations: None

Directors Report: None

Committee Reports: Landscape Committee

Mr. Ernisse addressed the Board about recent updates to the E. Beach project. Mr. Ernisse stated that things are moving along and some contracts have come back for the E. Beach zone 1 project. He hopes to have more to present to the Board in January.

Long Range Planning Committee:

Ms. Hufstedler stated that at this time the LRPC has been meeting with RJM to discuss/finalize plans for the N. Beach Boat Rental and Bio Plaza project. Hoping to finalize plans and send them out to the City and possibly have information to present to the Board in January.

Managers' Report:

The General Manager, Controller, Operations Manager, and Aquatics Manager presented their reports to the Board.

Old Business: Security Updates: Cameras & Bollards

Mr. Turner, Aquatics Manager, updated the Board on Security Cameras. Mr. Turner presented bids from multiple Contractors and hopes to have it narrowed down by January. As to the Bollards, Mr. Turner stated that Staff is looking into choosing lighter weight bollards so staff can easily remove the bollards when needed, he also stated that Staff are trying to find Bollards that are also aesthetically pleasing. A general discussion took place over the two updates and Mr. Turner hopes to have Bids up for approval at the January Meeting.

New Business: Approval for Purchase of EV Charging Stations

Mr. Watilo, Operations Manager stated that Staff has been looking into the purchase and placement of EV Charging Stations in the N. Beach parking lot. Staff is looking to the Board for approval/direction as to what kind of stations we would want, do we want to charge for the use of the Station or make them free, and is this an amenity we want to supply. The Board did not vote on this matter and asked that staff come back with a more detailed proposal of exactly what staff recommends and what we see as the best scenario for use with these stations.

Approval for Landscape Contract

Mr. Watilo, Operations Manager, stated that staff has been looking into changing Landscape Contractors. While our current contractor has worked with the LMVA for years, Staff feels that with all the landscape changes and updates to the Lake Facilities that it is time to have a more sophisticated process of working with and on our landscape(s). Staff recommends awarding our Landscape Contract to Park West for an amount not to exceed \$21,850 per month or \$262,200 per year with funds to come out of Operating Account 5080. Mr. Watilo also stated that Park West's proposal also includes a \$10,000 one-time planting allowance for LMVA to be used at

our discretion. Diane Hufstedler made a motion to approve the changing of Landscape Contractors to Park West, Second Dale Tarkington. Vote carried 4-0-0.

Projected Operating Surplus Distribution

General Manager Kevin Frabotta addressed the Board and stated that the projected operating surplus is approximately \$425,000. Mr. Frabotta wanted to make clear that the reason for this number being so high includes the money saved in less water being purchased due to the high amount of rain we received last winter as well as the minimum Trout stockings made last fishing season that resulted in less fish purchased. Staff recommends that this surplus be distributed the following way: allocate \$175,000 to the Future Expansion Account #2045, allocate \$175,000 to the Landscape Reserve Account # 2046 and allocate any remaining funds up to the \$425,000 to the Contingency Account #2047. If the surplus is greater than \$425,000 (which it could be when we close out at the end of the year) Staff recommends any additional surplus be allocated to the Future Expansion Account #2045.

Dale Tarkington made a motion to allocate \$150,000 to the Future Expansion Account #2045, \$200,000 to the Landscape Reserve Account #2046, \$75,000 to the Contingency Reserve Account #2047 and keep everything else the same from staff recommendation. There was no second to this motion.

Diane Hufstedler made a motion to allocate the funds as they were presented by staff. There was no second to this motion.

Fred Mellenbruch made a motion to allocate funds based on staff recommendation as presented but with one change. If there is any additional surplus beyond the \$425,000 that we allocate the remainder to the Landscape Reserve Account #2046. Second, Dale Tarkington. A general discussion took place after this motion, vote carried 3-1-0.

Adjournment: There being no further business, this meeting of the Lake Mission Viejo Association Board of Directors Meeting adjourned at 8:28 PM.

Attest: _____, Secretary