

**LAKE MISSION VIEJO ASSOCIATION  
BOARD OF DIRECTORS MEETING  
JANUARY 10, 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 Diane Hufstedler at 7:01 PM.

**Board Members Present:** Bill Ernisse, President (attended via telephone)  
Diane Hufstedler, Vice President  
Fred Mellenbruch, Secretary  
Dale Tarkington, Treasurer

**Staff Members Present:** Kevin Frabotta, General Manager  
Dave Kerr, Administrative Manager  
Bryant Watilo, Operations Manager  
Jim Turner, Aquatics Manager  
Janice Chandler, Human Resources Manager  
Kevin Iverson, Controller

**Others Present:** B. Olry, P. Coyle, D. Tayenaka, H. Weiler, G. Newkirk, B. Tighe, F. Fossati, F. Desiano, E. Desiano, A. Naghibi, B. Palocsay, A. Hultman, R. Tisdale, A. Williams, D. Williams, V. McCollum, A. Awakara, M. Glackin, S McClure, T. Hoadwonic, D. Roohk and R. Simenz

**Minutes:** Fred Mellenbruch made a motion to approve the 12/13/16 regular meeting minutes and the 12/28 Special Meeting of the Board of Directors. Second, Dale Tarkington. Vote Carried 4-0-0. (Kevin Pennington was not in attendance)

**Members Forum:** Members Horst Weiler, Alan Arakawa, F Desiano and E. Desiano addressed the Board.

**Delegates Forum:** None

**Special Presentations: Lake Water Consultant Dave Roohk**

- i. APW Presentation**
- ii. State of the Lake**
- iii. Annual Service Contract**

Lake Water Consultant, Dave Roohk gave a brief presentation on the history and current state of the Advanced Purified Water project that is in the final stages of completion for delivery of APW water into the lake. Mr. Roohk answered several questions from members attending the meeting. Mr. Roohk then discussed the current State of Lake Mission Viejo. He outlined three issues going forward that he would be monitoring in 2017:

1. Golden Algae
2. Using the new APW water and how it effects lake conditions

3. Optimizing the aeration system use in the lake.

Mr. Roohk then went on to describe his annual proposal and the 5 tasks that he would perform under contract during 2017. Diane Hufstedler thanked Mr. Roohk for all of his dedication and hard work on behalf of LMV during the past year.

**Directors Report:** Fred Mellenbruch stated that he had recently returned from the annual Consumer Electronics Show and was very impressed with the Power Ray; an underwater camera system that he felt would be beneficial to lake operations. Mr. Mellenbruch shared a brief video of the camera system and referred management to the developers for further evaluation.

**Treasurer's Report:**

Treasurer Dale Tarkington stated that the Lake Mission Viejo Association financial statements through December 31, 2016 were available for members in print form.

The Lake Mission Viejo Association financial statement through December 31, 2016 shows:

Actual revenue	\$ 7,313,417
Gross Income	7,257,276
Actual Operating Expenses	6,764,840
Net Income	492,436
Budgeted Net Income	(88,027)
Total Investments	7,292,061
Total Operating Cash on Hand	1,279,740
Interest Income	46,846

- Accruals (not including payroll) equal \$53,714 for the month.
- In the last 12 months we have written off \$5,402 in bad debts.

**Committee Reports:**

**Landscape Committee:** Bill Ernisse stated that the Landscape Committee had supervised planting of 15 new trees. Mr. Ernisse also stated that the committee was continuing to evaluate re-landscaping the area behind the launch ramp and the horizontal boat storage area. He also stated that work had been completed grinding the concrete adjacent to the Liquid Amber trees next to the biology.

**Election Reform Committee:** Dave Kerr stated that staff would begin the year by contacting the underrepresented sub association district property managers to encourage them to request the various Boards to elect new delegates who would participate in the election process and attend meetings.

**Long Range Planning Committee:** Once the Parking Lot project is complete we can look toward updating progress on the Tackle Box portion of the project.

**Manager's Reports:** General Manager, Administrative Manager, Operations Manager, Aquatics Manager, Human Resources Manager and Controller reports were presented to the Board.

**Old Business: None**

**New Business: Dave Roohk annual contract approval**

Dale Tarkington made a motion to approve Mr. Roohk's Water Consultation contract for 2017 as presented. Second, Fred Mellenbruch. Vote Carried 4-0-0.

**Approval of 6 Passenger Electric Vehicle Purchase**

Operations Manager Bryant Watilo stated that staff has located a 6 passenger electric cart for help with transportation to and from Clubhouse events and assistance to Senior and ADA challenged members accessing the North Beach facilities. Mr. Watilo recommended purchasing the vehicle from Cart Mart in Lake Forest for an amount not to exceed \$18,140.20 with expense to come from Account 2047 Contingency. Fred Mellenbruch made a motion to approve the purchase as presented. Second, Dale Tarkington. Mr. Mellenbruch asked that the cart be restricted to transporting people and not be used as a maintenance vehicle. Mr. Watilo stated that the cart would be stored in the Recreation bay in the maintenance building and used exclusively for transportation of people. Vote Carried, 4-0-0.

**Approval of purchase of Computer Equipment (Reserve Account)**

Administrative Manager Dave Kerr presented a proposal to purchase 8 computer workstations for the Lake computer network from NuTech Networks for an amount not to exceed \$3,800 with expense to come from Reserve Account 2046 Category 030 Small Equipment/Computer System. Diane Hufstedler made a motion to approve the expense as presented. Second, Fred Mellenbruch. Vote Carried 5-0-0.

**Adjournment:** There being no further business, this meeting of the Lake Mission Viejo Association was adjourned at 8:45 PM.

Attest: \_\_\_\_\_, Secretary