

**LAKE MISSION VIEJO ASSOCIATION  
BOARD OF DIRECTORS MEETING  
November 14, 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 7:00 PM.

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

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

**Others Present:** J. Stevens, T. Riehl, B. Moorhead, P. Medlin, C. Medlin, R. Simenz, B. Smith, T. Smith, S. McClure, D. Tayenaka, M. Scheckel, C. Mead, B. Ollry, K. Abele, S. Edwards, A. Edwards, D. Pinto, P. Coyle, G. Newkirk, C. Beardsley, R. Tisdale, J. Jones and T. Hoadwonic

**Minutes:** Bill Ernisse made a motion to approve the 10/10/17 regular meeting minutes and the 10/24/17 Special Meeting Minutes. Second, Diane Hufstedler. Vote Carried 5-0-0.

**Executive Session of the Board:** Executive sessions of the Board were held on November 2, 2017 and December 4, 2017 to discuss legal and personnel matters.

**Members Forum:** None

**Delegates Report:** Mr. P. Coyle addressed the Board to state that this will be his last Board Meeting as a Delegate. He thanked the Board, fellow Delegates and Staff for making his time with the Lake an enjoyable experience. Mr. Coyle introduced his replacement Mr. D. Pinto to the Board. The Board thanked Mr. Coyle for his commitment to the lake and stated that he will be missed.

Mr. D. Pinto addressed the Board; he thanked Mr. Coyle and said a few kind words about Mr. Coyle as well as his eagerness in being more involved with the Lake.

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 Clubbers recently won 1<sup>st</sup> place in many races that they have entered in the last few months.

**Special Presentations: None**

**Directors Report: None**

**Committee Reports: Landscape Committee**

Mr. Ernisse addressed the Board about recent updates to the E. Beach project. He presented to the Board some preliminary plans for the various remodels planned for E. Beach. A general discussion took place about the plans and various landscaping going in to the area along with discussion about lighting improvement.

**Long Range Planning Committee:**

Ms. Hufstedler stated that at this time she has no update for the Board. She stated that the LRPC is waiting to hear back from RJM for the next steps. She will have more to report hopefully at the December meeting.

**Managers' Report:**

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

**Old Business: Holiday Lighting**

Mr. Watilo, Operations Manager, stated that he had done some research in regards to having Holiday Lighting placed at various areas of the Lake Mission Viejo Property. Mr. Watilo noted that unfortunately the trees at the Alicia Marguerite Corner are not conducive to lights being hung on them. Mr. Watilo stated that we are going to try and concentrate more on decorating the entrance, monument signs and guard shacks with lights and wreaths. The costs for these decorations are not to exceed \$2,475.00 and are to come out of account 2047- Contingency. Diane Hufstedler made a motion to approve these funds for Holiday Lighting, Second Dale Tarkington. Vote carried 5-0-0.

**Security Updates: Security Cameras:** Mr. Turner, Aquatics Manager, stated that the Staff is looking into replacing 11 cameras and 3 recorders in various locations at the N. Beach for phase 1. Phase 2 in the years to come looks to E. Beach and improving security at that facility as well. A general discussion took place about these security updates.

**Bollards:** Mr. Turner, Aquatics Manager, stated that the Staff is looking into placing Bollards at various points of the N. Beach facility to help improve security during busy the season of LMVA, for example the Summer Concerts. A general discussion took place about these security updates. Fred Mellenbruch offered his assistance in reviewing the specs and selecting vendors. No action was taken at this time, Staff used the information presented the Board as an update for Security. Staff hopes to have an update and possible pricing for approval at the December Board Meeting.

**New Business: Long Range Planning Committee Charter Renewal**

Ms. Hufstedler stated that she had no changes that she wants to make to the Charter, stated that she would like to keep the same Team. The Long Range Planning Committee includes: Board Members Diane Hufstedler and Kevin Pennington, LMVA General Manager Kevin Frabotta, Delegate Rod Simenz and Member George Conniglio. Dale Tarkington made a motion to approve the Charter, Second Bill Ernisse. Vote carried 5-0-0. Diane Hufstedler made a motion to keep the Committee members as they currently stand, Second Kevin Pennington. Vote carried 5-0-0.

**Clubhouse Tables**

Mr. Watilo, Operations Manager, stated that he would like Board approval to purchase 8 new 8 foot commercial grade folding tables as well as 4 new 4 foot commercial grade folding tables to replace damaged or broken tables for use at our Clubhouse. The total amount to replace these tables is not to exceed \$1,501.44; funds for this purchase are to come from Reserve Account #2046, Category 030- Small Equipment. Kevin Pennington made a motion to approve the funds for this purchase, Second Diane Hufstedler. Vote carried 5-0-0.

**Lifeguard Truck**

Diane Hustedler made a motion to begin discussion on this topic, Second Kevin Pennington. Mr. Turner, Aquatics Manager, stated that the Lifeguard truck is in need of replacement. It has begun to show the wear and tear of a Truck that is now 17 years old. The replacement cost for this Truck is not to exceed \$39,959.81, this is not taking into account a possible trade in value or sale to a third party which could lower the price, cost is to come out of account # 2046- Category 101 Automobile. A general discussion about the replacement took place. Diane Hufstedler made a motion to approve the purchase of the truck, Second Kevin Pennington. Vote carried 5-0-0.

**RS Tera Sailboats**

Mr. Turner, Aquatics Manager, stated that had looked into the purchase of 2 RS Tera sailboats. These two sailboats will be replacing two currently unusable sailboats in the fleet. Staff stated that these boats will be available for rent to the members. A general discussion took place about the purchase of these two new Sailboats. The cost for these boats is not to exceed \$8846.57 and is to come out of account # 2047- Reserve Contingency. Diane Hufstedler made a motion to approve purchase of the two Sailboats provided that staff look into the safety parameters for the use of these boats in the future, Second Kevin Pennington. Vote carried 5-0-0.

**Adjournment:** There being no further business, this meeting of the Lake Mission Viejo Association Board of Directors Meeting adjourned at 8:25 PM.

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