

**LAKE MISSION VIEJO ASSOCIATION  
BOARD OF DIRECTORS MEETING  
June 09, 2015**

**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 Kevin Pennington at 7:00 PM.

**Board Members Present:**

Kevin Pennington President  
Bill Ernisse, Vice President  
Dale Tarkington, Vice President  
Fred Mellenbruch, Treasurer  
Diane Hufstedler, Secretary

**Staff Members Present:**

Kevin Frabotta, General Manager  
Dave Kerr, Administrative Manager  
Bryant Watilo, Operations Manager  
Janice Chandler, Human Resources Manager  
Jim Turner, Aquatics Manager  
Kevin Iverson, Controller  
Norma Risher, Billing Clerk

**Others Present:** J. Sperber, N. Schmidt, C. Kelly, J. Becker, B. Perches, W. Atkins, A. Edwards, S. Edwards, R. Simenz, R. Bassolino, N. Bassolino, G. Virdinis, A. Virdinis, G. Millikan, A. Cook, K. Abele, T. Hoadwonic, H. Weiler, R. Heimann, A. Waugh, and D. Roohk.

**Minutes:** Diane Hufstedler made a motion to approve the minutes of the May 12, 2015 Board meeting. Second, Fred Mellenbruch. President Kevin Pennington stated that the May 12 minutes should be amended under New Business, Review/Approval of Advanced Purified Water project to remove the statements following "A general discussion took place" and ending with "'APW to the lake". Vote Carried 5-0-0

**Members Forum:** None

**Delegates Forum:** None

**Executive Session:** An executive session was held prior to the June 09<sup>th</sup> meeting.

**Directors Report:** None

**Committee Report: Landscape Committee** Bill Ernisse gave a brief report on the Landscape Committee. Mr. Ernisse stated that the committee has recently focused on the East Beach area and asked the board for permission to request bids for developing a landscape plan to refurbish several areas of concern at East Beach.

**Election Reform Committee** Dave Kerr stated that the committee planned to meet during the next week to finalize points to bring before the Board for consideration at the July 2015 meeting.

**Treasurer's Report:**

Treasurer Fred Mellenbruch, stated that the Lake Mission Viejo Association financial statement through May 31, 2015 were available for members in print form.

The Lake Mission Viejo Association financial statement through May 31, 2015 shows:

Actual revenue	\$ 2,773,717
Gross Income	2,767,083
Actual Operating Expenses	2,598,657
Net Income	168,426
Budgeted Net Income	74,124
Total Investments	7,420,004
Total Operating Cash on Hand	351,409
Interest Income	14,810

- Accruals (not including payroll) equal \$128,154 for the month.
- In the last 12 months we have written off \$25,731 in bad debts.

**Special Presentations: None**

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

**Old Business: Special Meeting of the Delegates Results**

General Manager Kevin Frabotta stated that 82% of the LMVA membership units were represented by delegates at the Special Meeting of the Delegates held on Tuesday, June 2<sup>nd</sup>. Mr. Frabotta thanked the delegates for their record attendance and for voting unanimously (19,803 in

favor 0 against) in support of moving forward with the Santa Margarita Water District to provide Advanced Purified Water as a source of lake water refill for LMV.

### **Parking Lot Lighting Update**

Operations Manager Bryant Watilo stated that he is working with a new vendor to find a parking lot light that meets the City of Mission Viejo standards in order to move forward with the project. Mr. Watilo stated that he is planning to proceed with the project in the fall after the busy summer season at LMV is completed.

### **New Business: Approval of Advanced Purified Water project**

Dale Tarkington made a motion based on the June 2<sup>nd</sup> unanimous approval of the delegates stating “Pursuant to this authority granted to them by the Delegates, the Board of Directors is approving to move forward in concept with Santa Margarita Water District for the Advanced Purified Water project, with specific terms to follow”. Second Diane Hufstedler. Vote Carried 5-0-0.

### **Purchase of Ford Truck**

Operations Manager Bryant Watilo stated that he has received 3 bids to purchase a 2015 F 250 Ford truck to replace the 1999 Ford F-250 currently in the LMVA fleet. Mr. Watilo recommended purchasing the truck from Santa Margarita Ford for a not to exceed amount of \$28,058.40 which includes a \$3,500 trade in for the 1999 truck. Expense for the truck will come from Reserve Account 2046, Category 10 Automobiles. Fred Mellenbruch made a motion to approve the expense as requested. Second, Dale Tarkington. Vote Carried 5-0-0.

### **Purchase of Clubhouse Chairs**

Operations Manager Bryant Watilo stated staff has received 3 quotes to purchase an additional 160 white plastic resin folding chairs w/padded seats for use in the LMV Clubhouse for events. Staff recommends purchasing these chairs from Bizchair for a not to exceed amount of \$4,644.72. Funds for this purchase are to come from Reserve Account 2046, 030 – Small Equipment. Bill Ernisse made a motion to approve the purchase as presented. Second, Diane Hufstedler. Vote Carried 5-0-0.

### **Purchase of Carpet for Lifeguard Headquarters**

Operations Manager Bryant Watilo stated staff has received 4 bids to replace the carpet in the Lifeguard Headquarters. The area includes 564 square feet of carpet. Staff recommends awarding this contract to Professional Diversified Flooring for a not to exceed amount of \$1,923.26 along with a 15 % contingency amount of 288.48 to be used if needed. Funds for this purchase are to come from Reserve Account 2046 Reserve Contingency. Fred Mellenbruch

made a motion to approve the expense as presented. Second, Dale Tarkington.  
Vote carried 5-0-0.

**Approval of URS Geotechnical Monitoring Agreement**

General Manager Kevin Frabotta presented a contract from URS Corporation to provide the annual Geotechnical Monitoring of the LMVA dam for the coming year at a cost of \$6,000 with expense to come from Operations account 5062. A motion was made by Diane Hufstедler to approve the contract as presented. Second, Dale Tarkington. Vote Carried 5-0-0.

**Additional Member Event Considerations**

Aquatics Manager Jim Turner presented a report regarding additional member events at LMV. Mr. Turner stated that the general ideas to consider were: mass appeal, low Staff impact and reasonable cost. Top events included:

1. More Movies
2. Classic Car Show
3. Chili Cook-Off
4. Pickle Ball Tournament
5. Community Garage Sale
6. Sandcastle Building Contest
7. Bingo Night
8. Polar Bear Swim

A general discussion took place regarding several of the events to consider. Dale Tarkington stated that he felt increased communication via blast emails was a good way to poll the membership on what they would like to see as additional events.

**Adjournment:** There being no further business, this meeting of the Lake Mission Viejo Association was adjourned at 8:31 PM.

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