

**LAKE MISSION VIEJO ASSOCIATION
BOARD OF DIRECTORS SPECIAL MEETING
September 02, 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 Dale Tarkington at 1:00 PM.

Board Members Present:

Kevin Pennington, 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
Jim Turner, Aquatics Manager

Others Present: J. Sperber, J. Anchell, P. Coyle, R. Walker and A. Cook.

Minutes: None

New Business: Reserve Study Review

Steve Jackson from Advanced Reserve Solutions gave a brief overview of the 2015/2016 Reserve Study performed this summer. Mr. Jackson stated that he performed a full facility site visit/evaluation with staff on May 20, 2015. Mr. Jackson also stated that the LMVA Reserves are funded at 97.5% for the coming year and that the association reserves are in excellent shape. A general discussion took place among the Board, Mr. Jackson and staff as to the state of several items within the Reserve including parking lots, docks, air conditioners and vehicles. The Board directed Mr. Jackson to produce several funding options for the Board's further review. They thanked Mr. Jackson for his work on this year's Reserve Study.

Parking Lot Lighting Project approval

Operations Manager Bryant Watilo stated that staff has received 3 bids to replace 59 North Beach Parking Lot Lights. Staff is recommending a LED fixture, with aluminum arm and pole manufactured by ANP. Mr. Watilo stated that staff is recommending awarding the contract to Ness Electric for a not to exceed amount of \$280,907.00 with a contingency amount of \$42,136.05 (15%) to be used at management discretion. Funds for this purchase are to come from Reserve Account #2046, Category 160 Lighting. There is \$256,045.00 in Reserve for this purchase. The remaining funds are to come from Reserve Account #2046, Category

“Contingency”. Diane Hufstedler made a motion to approve the expense as detailed above. Second, Dale Tarkington. A general discussion took place among the Board regarding specifications related to the project. Vote Carried, 4-0-0.

Adjournment: There being no further business, this meeting of the Lake Mission Viejo Association was adjourned at 1:45 PM.

Attest: _____, Secretary