

**LAKE MISSION VIEJO ASSOCIATION  
BOARD OF DIRECTORS MEETING  
May 9, 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 7:05 PM.

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

**Staff Members Present:** Kevin Frabotta, General Manager  
Bryant Watilo, Operations Manager  
Jim Turner, Aquatics Manager  
Kevin Iverson, Controller  
Norma, Risher, Billing Coordinator

**Others Present:** P. Coyle, F. Nin, M. Nin, S. Vandervelden, L. Jones, G. Coniglio, A. Cook, F. Fossati, R. Simenz, M. Glackin, B. Ollery, J. Chadburn, J. Stevens, D. Tayenaka, S. McClure, A. Waugh, T. Hoadwonic and M. Gaines.

**Minutes:** Diane Hufstedler made a motion to approve the 04/11/17 regular meeting minutes Second, Dale Tarkington. Vote Carried 4-0-0. (Kevin Pennington not present at the meeting.)

**Executive Session of the Board:** An Executive Session was held prior to the 5/09 meeting.

**Member's Forum:** Members Scott Vandervelden and Larry Jones addressed the Board.

**Delegate's Forum:** Delegate Pat Coyle addressed the Board.

**Special Presentations:** None

**Director's Report:** None

**Committee Reports:**

**Landscape Committee** - Bill Ernisse stated that the committee is working on a Landscape Master Plan with RJM Design Group. The plan is to develop sub zones with maps detailing the types of plants and where they are within the facility. He stated that we have evaluated all areas with what we have in the current state. The next step is for RJM Design Group to come back to the Board with some suggestions for plant palettes throughout the facility. Diane Hufstedler asked about the existing plant palate currently in place. Bryant Watilo stated that the palate may

be different for East Beach than North Beach. Dale Tarkington asked about costs and the amount of detail to be presented at the June meeting. Bryant Watilo stated that there will be some “high level” costs in the presentation. Bill Ernisse asked that the June agenda should include a review of the Landscape Committee Charter. He stated he would like to add a 4<sup>th</sup> member of the committee.

#### **Election Reform Committee - None**

**Long Range Planning Committee** - Diane Hufstedler stated that we are looking for boat rental data from Kevin Iverson before the next meeting of the LRPC.

#### **Manager’s Reports:**

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

#### **Old Business: Kayak Launch at Finisterra**

General Manager Kevin Frabotta reviewed the request from Finisterra resident Frank Nin to allow direct launching of kayaks at Finisterra. Mr. Frabotta stated that staff’s recommendation is to require all kayaks to be registered, show proof of insurance and sign an affidavit acknowledging understanding of the risk of quagga mussel contamination. Mr. Frabotta went on to explain in detail several options that would allow Finisterra residents to launch directly from their kayak rack into the lake. 1<sup>st</sup> Option; the kayaks would be tagged directly to the rack, be untagged by a LMVA designated employee and retagged to the rack after use of the boat. The member would need to wait for the LMVA employee to tag their boat after use. 2<sup>nd</sup> option; would have an LMVA employee untag boats from the rack each morning. An employee would then retag all boats at the end of the day and make an inventory of missing boats that are not present when they retag the boats to the rack. Ms. Hufstedler asked for man hours and cost before considering a choice. Mr. Frabotta stated that Mr. Nin offered a third option which would be to have Finisterra residents trained and deputized to tag and untag boats themselves, with LMVA staff monitoring the rack on a regular basis. Mr. Frabotta stated that the Board would have to consider expanding this program to Mallorca and Tres Vistas non lakefront homes if this became a permanent program. Mr. Nin stated his feeling that the cost would be minimized by using Option 3 with volunteers. Fred Mellenbruch asked about security control of the tags that would be in control of the volunteers in Option 3. Diane Hufstedler expressed her concern about using volunteers for this task. Mr. Nin expressed his opinion that only trusted members would be used in the program. Dale Tarkington expressed his concern about the risk of losing control of the security of the lake.

Mr. Nin stated that he wanted the Board to trust the Finisterra residents the same as they trusted the lakefront lot homeowners. Mr. Ernisse stated that the Board would like staff to come back at the June meeting with costs to operate the program and a recommendation on how to move forward.

### **New Business: Proposed Green Initiative**

Mr. Frabotta discussed several issues regarding proposed Green Initiatives at LMVA. The first issue is recycling. Mr. Frabotta explained some examples of paper, bottles and cans recycling options. He stated that LMV has 64 trash cans. Option 1 would include 44 dual trash recycling cans at a cost of \$65,000. Option 2 would include 44 Polytec recycling cans at a cost of \$23,000. Dale Tarkington suggested a pilot program before purchasing one option or the other. Kevin Iverson stated that Waste Management does not sort our trash at their center. They would charge us more because they would need to come out more for pickup. A general discussion of recycling options took place. Diane Hufstedler made a motion to purchase 10 recycle cans. Second, Fred Mellenbruch. Vote Carried 4-0-0. Ms. Hufstedler amended her motion to take the expense from Contingency Account 2047. Mr. Mellenbruch accepted the amendment.

Mr. Frabotta stated that 95% of the water used at LMVA now has been converted to recycled water. The only area left to consider is Waterless Urinals. A general discussion took place regarding conversion to Waterless Urinals.

Mr. Frabotta stated that the conduit has been laid in the administration parking lot for later installation of electric vehicle charging station. Mr. Frabotta reviewed the lighting conversions that have been installed in the parking lots and are more energy efficient.

Mr. Frabotta reviewed conversion of work vehicles to electric powered vehicles.

Mr. Frabotta stated that November 15 is National Recycling Day and staff has been talking about participating with an event including various vendors to share ideas with members about solar, drip irrigation options and composting as potential topics.

### **Additional Programs**

Aquatics Manager Jim Turner stated that staff has reviewed 55 potential events and are recommending 5 events for the Board to consider. These include: Pickle Ball tournament, Touch a Truck event, Recycling Event, Classic Car Show and a Veteran's Day Ceremony. Dale Tarkington made a motion to allocate \$12,000 for pursuit of any of these events that they see as viable with expense to come from Contingency Account 2047. Second, Fred Mellenbruch. Vote Carried 4-0-0.

### **Neuland Whitney & Michael Legal Retainer:**

Mr. Frabotta presented the annual retainer contract from our HOA attorney in the amount of \$850.00. Bill Ernisse made a motion to approve the contract as presented. Second, Diane Hufstedler. Vote Carried 4-0-0.

**North Beach Snack Bar Ice Machine**

Operations Manager Bryant Watilo presented bids for replacement of the North Beach Snack Bar. Mr. Watilo stated that staff recommends purchase of the ice machine from The Restaurant Store for an amount not to exceed \$4,946.92 with expense to come from Reserve Account 2046, Category 040 Snack Bar Equipment. Diane Hufstedler made a motion to approve the purchase as presented. Second, Fred Mellenbruch. Vote Carried 4-0-0.

**Upper East Beach Barbecues**

Operations Manager Bryant Watilo presented bids to purchase new stainless barbecues for Upper East Beach area. Mr. Watilo stated that staff recommends purchasing the barbecues from R J Thomas Manufacturing for a cost not to exceed \$8,268.47, with expense to come from Reserve Account 2046, Category 130 Recreation Structures. Fred Mellenbruch made a motion to approve the purchase as presented. Second, Diane Hufstedler. Vote Carried 4-0-0.

**Picnic Tables and Benches**

Operations Manager Bryant Watilo presented bids to purchase Upper East Beach picnic tables and benches. Mr. Watilo stated that staff recommends purchase of the tables and benches from Dave Bang Associates for an amount not to exceed \$46,448.69 with funds to come from Reserve Account 2046, Category 130 Recreation Structures. Dale Tarkington made a motion to approve the purchase as presented. Second, Diane Hufstedler. Vote Carried 4-0-0.

**Adjournment:** There being no further business, this meeting of the Lake Mission Viejo Association was adjourned at 9:02 PM.

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