

**LAKE MISSION VIEJO ASSOCIATION
BOARD OF DIRECTORS MEETING
February 10, 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 7:02 PM.

Board Members Present:

Kevin Pennington President
Bill Ernisse, Vice President
Dale Tarkington, Vice President
Diane Hufstedler, Secretary (Attended via telephone)
Fred Mellenbruch, Treasurer

Staff Members Present:

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

Others Present: J. Sperber, P. Coyle, M. Bender, A. Virdinis, G. Viridinis, G. Millikan, W. Broadhag, A. Edwards, S. Edwards, K. Abele, F. Fournier, H. Weiler, B. Thom, G. Coniglio, A. Kotnik, N. Schmidt R. Simenz, K. Lewis, R. Bassolino, T. Hoadwonic, R. Heimann, G. Reavis, A. Cook, J. Anchell, B. Hunt, Col. Nugent, Sgt. Maj. Chamberlin and Brown .

Minutes: Kevin Pennington stated that there has been some preliminary discussion regarding the minutes for the January 13, 2015 meeting. Fred Mellenbruch made a motion to table approval of the minutes until the March meeting . Second Dale Tarkington. Vote Carried 5-0-0.

Members Forum: None

Delegates Forum: Delegate Pat Coyle (Palmia) asked about the status of the fish in the lake.

Directors Report: None

Committee Report: None

Treasurer’s Report:

Treasurer Fred Mellenbruch stated that the Lake Mission Viejo Association financial statement through January 31, 2015 shows:

| | |
|------------------------------|------------|
| Actual revenue of | \$ 496,593 |
| Gross Income of | 496,461 |
| Actual Operating Expenses of | 479,244 |
| Net Income | 17,217 |
| Budgeted Net Income | 23,465 |
| Total Investments | 8,700,096 |
| Total Operating Cash on Hand | 171,016 |
| Interest Income | 2,901 |

- Accruals (not including payroll) equal \$47,190 for the month.
- In the last 12 months we have written off \$27,121 in bad debts.

Special Presentations: Marine Appreciation Day

Mission Viejo Adoption Committee Chair Bruce Hunt introduced Col. Paul Nugent, Sgt. Major Chamberlin from Headquarters Division at Camp Pendleton and Assistant Chair Gail Brown. Col. Nugent and Sgt. Major Chamberlin thanked the Board and staff for hosting Marine Appreciation Day and stated that everyone is looking forward to the event on April 25th of this year.

Manager’s Reports: General Manager, Administrative Manager Operations Manager and Aquatics Manager reports were presented to the Board.

Old Business: None

New Business: Marine Appreciation Day

Dale Tarkington made a motion to approve April 25, 2015 as the date for this year’s Marine Appreciation Day. Second, Bill Ernise. Vote Carried 5-0-0.

Special Olympics

General Manager Kevin Frabotta stated that Mark Nix from the City of Mission Viejo requested Wednesday, July 22, 2015 as the date for hosting the Special Olympics athletes and their

families for an event at LMV. Bill Ernisse made a motion to approve the date as requested. 2nd, Fred Mellenbruch. Vote Carried 5-0-0.

Approval / Purchase of Office Chairs

Operations Manager Bryant Watilo asked to postpone purchase of the office chairs as he had found several reduced pricing options for the chairs and would be ready by the March meeting.

Approval of Parking Lot Landscape Renovation Plan

Zach Muetting from RJM Landscape Design made a presentation regarding the scope of the work and plant selection for the Parking Lot Landscape Renovation Project. Operations Manager Bryant Watilo stated that he had received 3 bids for the project and recommends to select the low bid from O'Connell Landscape Maintenance Corp. for a not to exceed amount of \$254,582.00 plus a contingency amount of \$38,187.30 (15%) to be used only if needed at management's discretion. Funds for this project are to come from Reserve Account #2046 Category 150 Landscape & Irrigation. Bill Ernisse made a motion to approve the project expense as presented. Second, Diane Hufstедler. Dale Tarkington asked about coordinating this project with the upcoming parking lot lighting project. Mr. Watilo assured the Board that he would be diligent in managing the two projects in the most efficient manner possible to complete the project prior to summer. r to Vote Carried 5-0-0.

Parking Lot Lighting update

Operations Manager Bryant Watilo stated that staff continues to work on a Parking Lot Replacement plan that will be completed in conjunction with the Landscape Renovation Plan. Mr. Watilo stated that there is a 4 to 6 week lead time ordering the light poles. Mr. Watilo also stated that we may jeopardize the turf rebate which will be approximately \$44,000.00 if we delay the landscape project and we cannot work in the parking lots during summer. Mr. Watilo stated that the rebate money will more than offset the damage to new landscape done when digging footings and installing the lights thus the reason for moving forward with the landscape project first. Mr. Watilo stated that he felt comfortable completing the project prior to Memorial Weekend at the end of May. He stated that he plans to present the parking lot lighting project recommendation at the March meeting. He also stated that he plans to do preliminary work with the city prior to the March meeting.

Landscape Committee

Bill Ernisse gave a brief overview of plans moving forward for the Landscape Committee.

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

Attest: _____, Secretary