

**Village of Westlakes**  
**Minutes of the Regular Board Meeting**

September 19, 2016  
7:00 PM

I. Call to order

Diego Torres, President called to order the meeting at 7:02 PM.

II. Roll call

Most members of the board were presented for the meeting. A quorum was established

Diego Torres- President (present)

Laura Coffman – Vice- President (not present)

Jim Hall- Treasurer (present)

William Duck- Parliamentarian (present)

Michelle Quiroz- Secretary (present)

III. Pledge of Allegiance

Diego Torres let the recitation of the Pledge of Allegiance

IV. Approval of July 18<sup>th</sup>, 2016

Michelle Quiroz recited the meeting minutes from the July 18<sup>th</sup> session. Jim Hall made motion to approve the minutes, Bill Duck second the motion. Board unanimously approved the minutes for July 18<sup>th</sup>.

V. Treasurer's Report

Jim Hall reported the financials for the month of September were e-mailed to the community. Jim noted a correction on the typographical error found in the budget. Other than the correction on the typo, the HOA is on track with the 2016 budget. In the month of September as of the date of the board meeting, there was \$87,400 in the reserve account and \$30,825 in the operating account.

VI. Committee Reports

a) Architectural Control

Jim Hall reported no new request were processed in September. One request was rejected in August for non-compliance to the bylaws.

b) Clubhouse Maintenance

No report. Diego Torres requested a volunteer to head the Clubhouse committee.

c) Clubhouse Rentals

Margie Duck reported 3 rentals were booked in August, 3 rentals scheduled in September, and 5 rentals booked between October through December 2016.

d) Compliance

Diego Torres reported no new issues identified, however Diego reminded the board and attending residents' trees must be trimmed and lawns need to be weeded. Penalties will be issued for non-compliance.

e) Grounds

Diego reported Scotts lawn service will be in the neighborhood weekly to treat weeds; if issues are found, board is asking residents to contact Scotts directly for extra services needed.

f) Ladies' Lunch

Carol Lund reported the August event for ladies' lunch was held at the Country Omelet. September's ladies lunch will be at Masterpiece on the 2<sup>nd</sup> Monday of the month.

g) Social

Monday coffee will be held on the first Monday of every month. Diego Torres is requesting volunteers to head the social committee to continue promoting social events for the community.

h) Golf

No report.

i) Pool

No report.

j) Communications

New directory will be printed and sent to residents by end of year.

VII. Open issues

a) Contour Curbs agreement extension

Michelle Quiroz reported agreement for common areas lawn care with Contour Curbs is up for renewal. The agreement drafted in 2013 included an option for the board to renew a 2-year extension, until December 31, 2018, of the same agreement if the board was satisfied with the service. Michelle made motion to approve agreement extension, Bill Duck second the motion, Board unanimously approved to draft and execute amendment for a 2-year extension with Contour Curbs for common area lawn maintenance through December 31, 2018.

b) #5 and #6 pond aerator status

Board members received positive feedback regarding the installation of aerators to the ponds. Issue closed out.

c) Perimeter lots, sod requirement rule amendment

Board members discussed the aesthetic issues surrounding several residences in the perimeter lots lawn/grass quality. Generally, there was consensus by the board that the quality of the grass along perimeter lots needs to be addressed and updated to a hardier variety to improve the neighborhood aesthetics. Consideration was taken with the general rule of only TIF 419 grass variety used in lawns, however due to the soil and sun conditions, the board evaluated other grass varieties to be used in perimeter lots including non-adjointing golf course homes.

Jim Hall made a motion to approve carpet grass style grass to sod on perimeter lots including non-adjointing golf course lots, Bill Duck second the motion. Board unanimously approved the implementation of carpet-grass style grass varieties for non-golf course adjoining lots. Lots with perimeters adjointing to the golf-course shall remain in compliance with TIF 419 grass requirements.

d) Clubhouse energy efficiency enhancement proposal

Committee advised the board a list of proposed ideas was generated, the team will reconvene to discuss further ideas and improvements for the clubhouse energy efficiency project in October. Mr. Mugica advised the board there a potential energy efficiency improvement that the HOA can receive a rebate.

e) "No Trespassing fishing" sign status

No trespassing signs were posted, issue closed.

f) Brush dump site regulation

Need to update the tree pick up schedule to keep the area clean. Resident comments also included to reinforce the fence in the trimmings dump area to facilitate use of the space.

g) VWL resident directory status

Larry Rericha reported that the resident directory is still a work in progress.

VIII. New Business

a) #1 and big pond aerator/ fountain proposal

Board is reviewing a request to install a fountain by #1 pond and on the large pond on the northern part of the neighborhood. Several residents expressed concern regarding the energy consumption of the fountain installation. Most

notably, board members and several residents in attendance expressed agreement of the installation due to them improvement in the health and hygiene of the ponds around the village. The installation costs for both ponds is about \$12,000. No decision was made by the board at the time of the meeting and will be up for review in the October 2016 session.

b) Annual meeting preparations

Board is beginning preparations for annual meeting, board is seeking volunteers to head the nominating committee for 2017 vacancies. Please see Diego Torres or Michelle Quiroz for information.

c) Board member vacancies, nominees

Two vacancies will need to be filled for the upcoming year, 3-year vacancy, and a 2-year vacancy. Nominees need to submit name and resume if interested. Please contact Diego Torres or Michelle Quiroz.

IX. Announcements

The board has a special guest to discuss rental properties and requirements to hold aesthetics and maintenance up to the standard of the bylaws. All rental properties must be in good standing to the bylaws, the board will be holding owners accountable for property maintenance. The board is in agreement this has been a problem in the past and the go forward plan will be to hold owners and renters accountable to the bylaws.

X. Upcoming meeting

- a) October 17<sup>th</sup>, 2016
- b) November 21<sup>st</sup>, 2016

XI. Open Forum

XII. Adjournment

Meeting adjourned at 7:58 PM

Michelle M. Quiroz  
VWLHOA Secretary