

**Provence d'Aliso Community Association
Board of Directors Meeting
July 19, 2010**

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2 Upon due notice, given and received, the Board of Directors of the Provence
3 d'Aliso Community Association held the regular monthly Board of Directors
4 Meeting on Monday, July 19, 2010 at the Gauguin Pool Clubhouse, Aliso
5 Viejo, California. The Board President, Gaylyn Kinnett, called the Meeting to
6 order at 7:00 p.m. with a quorum of Directors present.

7
8 **Directors Present**

9 Gaylyn Kinnett, President
10 Melissa Murphy, Secretary
11 Michael Perlongo, Treasurer
12 Jason Frenn, Director at Large

13
14 **Directors Absent**

15 Bill Dearing, Vice President

16
17 **Also Attending**

18 Debra Lobichusky, Accell Property Management, Inc.

19
20 **Agenda**

21 It was by the unanimous general consent of the Board of Directors to approve
22 the July 19, 2010 Meeting Notice and Agenda as posted.

Agenda

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24 **Executive Session Meeting Matters**

25 In accordance with California Civil Code Section 1363.05, the Board noted
26 that the following items were discussed in an Executive Session Meeting held
27 July 19, 2010:

Executive Session

- 28 1. Minutes
- 29 2. Member Discipline
- 30 3. Statements of Account Preliminary to Levying of Liens
- 31 4. Homeowner Correspondence
- 32 5. Late Fee Waiver Request
- 33 6. Delinquencies
- 34 7. Legal Correspondence

35
36 The foregoing declaration is pursuant to the general consent of the Board of
37 Directors.

38 **Community Updates**

39 Board President, Gaylyn Kinnett, addressed the members in attendance with
40 an update on the community projects: slurry seal/asphalt repair, Trellis
41 Painting/Replacement Project at the pool areas, new pool service contract
42 review, new pool furniture purchase, budget and landscaping.

43

44 **Open Forum**

45 There were six (6) homeowners present to address the Board of Directors.

Open Forum

46

47 Adjourned to Executive Session at 7:30 p.m.

48

49 Reconvened to Regular Session at 8:10 p.m.

50

51 **Minutes**

52 The Board of Directors reviewed the Minutes from the May 17, 2010
53 Regular Session Meeting. Following review, a motion was made by Gaylyn
54 Kinnett and seconded by Michael Perlongo to approve the May 17, 2010
55 Regular Session Meeting Minutes as presented. The motion carried
56 unanimously.

Minutes

57

58 **Lien Authorization Consent Calendar**

59 The Board of Directors reviewed the Lien Authorization Consent Calendar
60 for the following accounts: 110130, 110128, 110121, 110107, 110092, 110043,
61 110117, 110086, 110059, 110051 109936,110101 and 109986. Following review,
62 it was the general consent of the Board of Directors to approve the Lien
63 Authorization Consent Calendar for the following accounts: 110130, 110128,
64 110121, 110043, 110117, 110059, 110051 and 110101; excluding 110107,
65 110092, 110086, 110051, 109936 and 109986.

Liens

66

67 **Committee Review**

68 The Board reviewed and discussed the following committee reports:

Committee Review

69 **Parking Committee** – No new business was presented.

70 **Architectural Review Committee (ARC)** – No new business was presented.

71 **Website Committee** – No new business was presented.

72 **Landscape** – No new business was presented.

73 **Clubhouse** – No new business was presented.

74 **Finance** – No new business was presented.

75

76 **Board Actions**

77 **141 Gauguin Circle – Concrete Grinding**

78 The Board of Directors reviewed the proposals submitted by Quickel
79 Paving and DM Construction for the grinding of the concrete in front of the
80 unit at 141 Gauguin Circle. Following review, the Board directed
81 Management to contact DM Construction and ask if this can be completed
82 on their monthly maintenance contract.

83

84 **Monthly Pool Maintenance Service Proposals**

85 The Board of Directors reviewed monthly pool maintenance proposals
86 submitted by 1st Choice Pool and Spa, Aqualine Pool Care and Aquatrends.
87 Following review, a motion was made by Michael Perlongo and seconded
88 by Gaylyn Kinnett to approve the proposal submitted by 1st Choice Pool
89 and Spa in the amount of six thousand seventy-five dollars and no cents
90 (\$6,075.00) annually. Winter service starts September through May at
91 \$460.00/per month and summer service starts June through August at
92 \$645.00/per month. The motion unanimously passed.

93

94 **Patio Guys Pool Furniture Proposal**

95 The Board of Directors reviewed pool furniture proposal submitted by Patio
96 Guys. Following review, it was the general consent of the Board of Directors
97 to approve the proposal for new pool furniture in the amount of twelve
98 thousand seven hundred fifty-four dollars and twenty cents (\$12,754.20).
99 The price will include 22 renaissance chaise lounges, 28 renaissance arm
100 chairs and 6 – 42” cast aluminum tables with pick up and delivery included.

101

102 **Pool Trellis Repairs/Replacement/Paint**

103 The Board of Directors reviewed proposals submitted by Collins Builders,
104 DM Construction and Professional Services for the repair, replacement and
105 paint of the pool trellises. Following review, the Board directed
106 Management to contact Professional Services and ask if they would be
107 willing to reduce their fee.

108

109 **Tierra Verde Tree Trimming Proposal**

110 The Board of Directors reviewed the tree trimming proposal submitted by
111 Tierra Verde Landscape, Inc. Following review, a motion was made by
112 Gaylyn Kinnett and seconded by Jason Frenn to approve the proposal for
113 the tree trimming of all 62 Eucalyptus, 115 Sycamores and 9 Yucca’s in the
114 amount of ten thousand eight hundred ninety-five dollars and no cents
115 (\$10,895.00). The motion unanimously passed.

116

117 **Nordic Security – Patrol Proposal**

118 The Board of Directors reviewed the proposal submitted by Nordic Security
119 for monthly patrol services, key fob and surveillance recommendations.
120 Following review and discussion, the Board tabled action on this item until
121 further review at the August 3, 2010 meeting.

122

123 **143 Gauguin Circle – DM Construction Proposal**

124 The Board reviewed the proposal submitted by DM Construction for
125 balcony repairs at 143 Gauguin Circle. Following review, it was the general
126 consent of the Board of Directors to approve the proposal for balcony
127 repairs in the amount of one thousand eighty-two dollars and no cents
128 (\$1,082.00).

129

130 **75 Matisse Circle – Cliff Brown Roofing Proposal**

131 The Board reviewed the proposal submitted by Cliff Brown Roofing for roof
132 repairs and replacement at 75 Matisse Circle. Following review, it was the
133 general consent of the Board of Directors to approve the proposal for roof
134 repairs and replacement in the amount of three thousand eight hundred
135 dollars and no cents (\$3,800.00).

136

137 **7 Matisse Circle – Interior Repairs due to a Slab Leak**

138 The Board of Directors reviewed the proposal submitted by MCC
139 Construction and Restoration for interior repairs at 7 Matisse Circle
140 due to a slab leak. Following review, it was the general consent of the Board
141 of Directors to approve the proposal in the amount of one thousand three
142 hundred thirty-three dollars and no cents (\$1,333.00).

143

144 **5 Matisse Circle – Interior Repairs due to a Slab Leak**

145 The Board of Directors reviewed the proposal submitted by MCC
146 Construction and Restoration for interior repairs at 5 Matisse Circle
147 due to a slab leak. Following review, it was the general consent of the Board
148 of Directors to approve the proposal in the amount of five hundred twenty-
149 nine dollars and no cents (\$529.00).

150

151 **128 Matisse Circle – Interior Repairs due to a Slab Leak**

152 The Board of Directors reviewed the proposal for interior repairs at 128
153 Matisse Circle due to a slab leak submitted by MCC Construction and
154 Restoration Services. Following review, it was the general consent of the

MCC Construction

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155 Board of Directors to approve the proposal for interior repairs in the
156 amount of five thousand eight hundred thirty-three dollars and no cents
157 (\$5,833.00).

158

159 **12 Matisse Circle – Interior Repairs due to a Slab Leak**

160 The Board of Directors reviewed the proposal for interior repairs at 12
161 Matisse Circle due to a slab leak submitted by MCC Construction and
162 Restoration Services. Following review, it was the general consent of the
163 Board of Directors to approve the proposal for interior repairs in the
164 amount of nine hundred forty-five dollars and no cents (\$945.00).

165

166 **35 Gauguin Circle – Interior Repairs due to a Slab Leak**

167 The Board of Directors reviewed the proposal for interior repairs at 35
168 Gauguin Circle due to a slab leak submitted by MCC Construction and
169 Restoration Services. Following review, it was the general consent of the
170 Board of Directors to approve the proposal for interior repairs in the
171 amount of one thousand six hundred eighty-four dollars and no cents
172 (\$1,684.00).

173

174 **Sidewalk Drainage Channel Replacement – 23 Matisse Circle**

175 The Board of Directors reviewed proposals for sidewalk drainage channel
176 replacement submitted by DM Construction and Pro-Am Construction.
177 Following review, the Board tabled action on this item until Management
178 does the monthly property maintenance walk with DM Construction on
179 August 4, 2010.

180

181 **Beehive Release Agreement – Roadrunner Exterminating, Inc.**

182 The Board of Directors reviewed the Beehive Release Agreement submitted
183 by Roadrunner Exterminating, Inc. Following review, it was the general
184 consent of the Board of Directors to deny the Beehive Release Agreement.

185

186 **Beehive Removal Proposals – Roadrunner Exterminating, Inc.**

187 The Board of Directors reviewed the proposals for beehive removals
188 throughout the community. Following review, a motion Melissa Murphy
189 and seconded by Jason Frenn to approve the beehive removals and repairs
190 at the following addresses: 102 Gauguin Circle in the amount of six
191 hundred fifty dollars and no cents (\$650.00). 134 Gauguin Circle in the
192 amount of seven hundred fifty dollars and no cents (\$650.00). 130 Gauguin
193 Circle in the amount of seven hundred fifty dollars and no cents (\$750.00).

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Administrative and Operating

36 Gauguin Circle – Request for Reimbursement of Balcony Repairs

The Board of Directors reviewed the balcony repair reimbursement request submitted by Shaver, 36 Gauguin Circle. Following review, it was the general consent of the Board of Directors to approve the request in the amount of fifty two dollars and sixty-six cents (\$52.66).

83 Matisse Circle – Doggie Bag Dispenser Relocation Request

The Board of Directors reviewed the doggie bag dispenser relocation request submitted by Villagomez, 83 Matisse Circle. Following review, it was the general consent of the Board of Directors to approve the request for relocation.

Financials

Final Reserve Study

The Board of Directors reviewed the final reserve study submitted by McCaffery Reserve Consulting. Following review, it was the general consent of the Board of Directors to approve the final reserve study as presented.

Budget

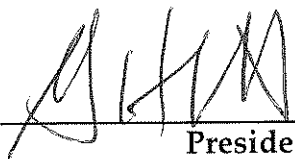
The Board of Directors tabled the review of the budget until it could be reviewed by Board Treasurer, Michael Perlongo.

The Board of Directors reviewed the financial statements and bank reconciliation for the periods ending May 31, 2010 and June 30, 2010.

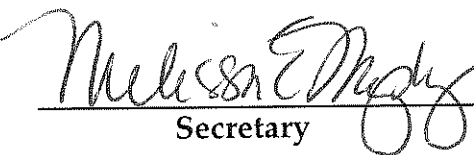
Adjournment

There being no further business to come before the Board of Directors, it was the general consent of the Board of Directors to adjourn the meeting at 9:35 p.m.

Attest



President



Secretary

McCaffery Reserve
Consulting

Financials

Adjournment

Attest