

## **Colonia Verde Board of Directors Meeting**

**April 16, 2008**

The meeting was called to order by President, Mike Zonnefeld at 4 pm. Directors in attendance: Mike Zonnefeld, Bob Ferguson, Kent Driesbock, Jim Kelly and Ron Sipp.

### **Treasurer's Report: Ron Sipp**

The monthly Budgeted Income and Expenses versus Actual Income and Expenses report from January through March 2008 was presented. Ron also noted the current Balance Sheet was not attached but available for review, and our total cash-on-hand was approximately 140K. It was also reported that all future banking fees will be eliminated and January through March's fees have been refunded. In addition, the Association received a tax refund of \$1,050. Ron also noted he would be conducting a review of Fixed Assets in the next few months to further assure we are taking advantage of maximum tax write-offs in future years. He also noted that in recent news reports the city will be raising water rates. Kent Driesbock noted that an increase in water rates was taken into consideration in this year's Budget.

### **Approval of the April 16, 2008 Minutes: Mike Zonnefeld**

It was noted by Mike that the Association's Treasurer, Gloria Williams has resigned from the Board due to health reasons, he thanked her for her years of service. In addition he also noted that another Board Member, Pools & Utility Chairman, Fred Hambly has also resigned due to increased personal commitments. He proceeded to note that the Board has the discretion to alter the number of Board Members from a low of three to a high of twenty-one. In light of these resignations this issue would be undertaken by the Board.

A motion to accept the March 12<sup>th</sup> CVHOA Board Minutes was made, seconded, and was unanimously approved by all Board Members present.

### **Manager's Report: Jeffrey Jaster –“JJ”**

JJ once again reviewed the new reporting format and summarized projects completed since the last Board meeting, adding that an additional landscaping project was completed to accommodate a Homeowner while they were in town for a short visit to their home. A small water leak was created during this project which was repaired. He

submitted his monthly report with projects planned for the upcoming month which included the completion of the repair, painting, and landscaping upgrades to both entrances to Colonia Verde. He also noted that steps have been taken to secure the cold water pool area as the result of unauthorized access by vandals. No damage was reported, but further security measures are being installed.

### **Vice-President's Report: Kent Driesbock**

Kent Driesbock presented to those Directors present a written up-date on his Strategic Planning efforts and reviewed the next phase of this process which includes surveying Homeowners on the general views on Association management options and facilities usage. There were constructive comments from Homeowners in attendance and Kent Driesbock stated he would take these into consideration.

### **President's Report: Mike Zonnefeld**

Mike reported a Small Claims lawsuit has been filed to recover delinquent dues from a Homeowner and Service of the suit was planned shortly. He also stated that it was his desire that anyone wishing to be placed formally on the monthly Board Meeting Agenda contact him directly, as he prepares the Agenda.

### **Club House Report: Nancy West**

None given due to Nancy West's absence.

### **Architectural Report: Mindy Faulkner**

None given due to Mindy Faulkner's absence.

### **Landscaping Report: Bob Ferguson**

Bob further reported on the Homeowner planting project noted by JJ in his report. He pointed out that the Homeowner paid for all the plants and the Association assisted with their proper planting. As a point of interest, he noted that all planning for this project was done via the internet as the Homeowner currently lives out of state until they retire next year and move into their house which is now rented.

He also reported on the spraying of olive trees which took place during the month and answered general questions regarding this practice from Homeowners in attendance.

**Old Business:**

Updates were given by Bert Lubliner and Emil Bair on the traffic barriers and Shopping Center issues.

In addition, a written report was presented by Bert Lubliner outlining issues that would, and could be addressed in a formal letter and confirmed by formal Board motion to assure that the city moves towards constructing permanent traffic barriers and altering traffic markings to assure proper traffic flow. The Board expressed its desire to fulfill the request made in the Lubliner Report, but no formal action was taken. The President indicated it would be addressed. It was suggested by last year's Board President Joey Curtis that when a letter was drafted, a motion could put be forward and voted on via phone to expedite the process.

Emil Bair updated the Board on new information regarding options for improving the visual appearance of the shopping mall visible by Homeowners. The Board expressed continuing support for this issue and agreed to consider further action after reviewing a proposed draft letter to parties who can address our needs, drafted by Mr. Bair on the Board's behalf. The Board will await Mr. Bair's draft letter prior to taking further action.

**Kent Driesbock moved to adjourn:** It was seconded by Ron Sipp and approved unanimously.

**Respectfully Submitted: Kent Driesbock**

## Progress Report: Ten Year Strategic Planning Process

April 16, 2008

To date, the Strategic Planning Process is ending Phase one and entering Phase two.

Phase one included the following tasks and actions:

- Board adoption of a Resolution to develop a Ten Year Strategic Plan over the Budget year 2008, which will include a six month period of information-gathering and identification of critical issues and costs. Presentation of Strategic Planning Issues and Facts Report for use in community-based discussions and input session resulting in the presentation of a Ten Year Strategic Plan for adoption by Homeowners at the next Annual meeting.
- Accumulation of critical information including Long Term Planning efforts conducted by volunteer homeowners during past budget year, and the Reserve Study purchased by last year's Board.
- Identification of the nine key areas to be addressed within the Ten Year Strategic Study including:
  1. Analysis of management model options and costs.
  2. Analysis of infrastructure needs and costs.
  3. Analysis of utilities and water conservation options and costs.
  4. Analysis of open space management options and costs.
  5. Analysis of facilities current usage, management model costs, potential revenue and facilities enhancing options.
  6. Analysis of Budget structure to assure the accounting and budgeting processes are easily understood by Homeowners and are transparent.
  7. Analysis of the potential structural and financial efficacy of pursuing cost shifting Association costs directly to Homeowners.
  8. Analysis of current Committee structure to determine if changes are needed to better address current needs.
  9. Analysis of Dues and Reserve structures and potential formulas for addressing future cost increases.

Phase Two will include the following two broad set of tasks:

1. Collection of all additional critical information necessary for carrying out the nine key areas of analysis, which will include surveying Homeowners on their preferences regarding their preferred management model and desired future facilities options, in addition to meeting with Government agencies and private sector vendors to gather information on cost-saving and conservation options associated with all areas of the analysis.
2. Completion of the Analysis portion of the Strategic Planning Process and presenting it to the

Board for review, comment and proposed changes prior to submitting to the Homeowners for review, comments, and recommended changes.

Phase Three will be the Homeowners comments and input process. This will include open meetings, review of written responses and drafting of the Strategic Planning Document for submission to the Homeowners for adoption.