

LA QUINTA HOA BOARD OF DIRECTORS MEETING

January 9, 2014

Board members present: Dan Hann, Ken Frazier, Jim Hall, Sam Pepper, Brenda Cutsforth

Jacque Hann / Landscape Coordinator

Meeting called to order at 1:00 p.m.

Dan provided the Board with a gate update. New sensor on the exit side installed, new microphone installed in the keypad pedestal, and both gate mechanisms have been lubricated. We have not been billed as of yet. Programming at the keypad pedestal needs to be updated so that each household has a Personal Directory Code to open the gate. We need a local phone number for each resident for this to work. The purpose of Personal Directory Code is to allow each home to remotely open the gate for anyone they are allowing into La Quinta, while keeping the 4-digit actual gate code private for security purposes. When a person is expecting a visitor (guests, housekeeper, repair person, pest control, pizza delivery, gardener, etc.) you can give them your Personal Directory Code. When they arrive at the gate they will enter your code. It will ring into your phone. When you push "9" on your phone, the gate will automatically open. We will put this information on the web site, and ask Barb DeWitt to put it in the newsletter as well, in order to inform everyone of the changes. Please see your HOA dues invoice also. Your Personal Directory Code will be listed on the invoice. Residents will be encouraged to use this procedure. Doing so can provide an additional layer of security for La Quinta.

Water heater in the women's restroom at the Clubhouse ruptured. Water heater replacement, flooding clean-up, HVAC servicing, and installation of a water pressure regulator cost \$1,200. In lieu of this happening, it was agreed there is a need for creation of an emergency fact sheet for each board member. When one or more of the board members are out of town and an emergency occurs, any of the remaining board members will know the appropriate people to contact. The list will include vendors, businesses we have a relationships with, phone numbers and contact persons.

Concerns have been expressed that Irma Street does not reflect adequate consistency with Phase I of La Quinta. There was discussion regarding what we as a board, as well as residents of La Quinta, desire for the direction of completion of the Irma Street lots. The need for improved communication and documentation between the HOA and Developer was also recommended. Dan will call a meeting of the Architectural and Landscape Committee as soon as possible to address these concerns.

The Neighborhood Watch Committee submitted a report of their November 24, 2013 meeting. Committee action items and recommendations are summarized below. (The full report of action items and recommendations by the committee is attached at the conclusion on these minutes.)

1. Neighborhood Watch booklets have arrived and will be hand-delivered to residents prior to the next Neighborhood Watch meeting in January.
2. Dan will obtain additional camera system details and cost information from James Lyda prior to a Board decision.

3. Dan to contact Mark De Anda requesting that he work with the Architectural and Landscape Committee to develop a lighting proposal(s) and cost for retention basin security lighting. Proposal to include at least two front-yard lights on Darlene.
4. Neighborhood Watch Committee will hand-deliver an educational flyer to Irma Street residents to help them understand the use of the yard lights for improved area security. The Committee recommends that the Board communicate to the Developer the need to revise future construction to include yard light function independent of the homeowner.
5. No action taken.
6. Discussion on Personal Directory Codes included in general gate notes, above.

Jacque presented the “2013-2014 Budgets” report. In addition to the full report, the following summarized items were presented:

- In 2013, twenty-eight (28) homeowners paid HOA dues annually.
- Four (4) homeowners have paid annual dues in 2013 for 2014. Ten (10) homeowners have paid annual dues in 2014. 2014 fee discounts total \$1680 to date.

Jacque presented the “Reserve Study Update” report. The following actions were taken.

MSP – Sam Pepper made the motion, Jim Hall seconded, to:

- Move \$5,000 from Seal Coat to Irrigation for 2014
- Take 2017 allocations for Street Projects and move to 2016
- Take Street Repairs for 2014 and add to new Street Repair numbers of 2016, less \$5,000. Street Repair for 2016 will now total \$56,148.

PASS unanimously

MSP – Sam Pepper motion, Jim Hall second, to:

- Revise existing category heading from “Main Gate” to “Main Gate / Security”
- Revise existing line item “Access Phone” to “Security / Camera”
- Revise existing line item “Gate Operators” to “Gate Operators / Access Phone”
- Move \$5,000 from 2016 Streets to revised line item Access Security / Camera.

PASS unanimously

MSP – Sam Pepper motion, Ken Frazier second, to adopt 2014 budget. PASS unanimously.

An independent firm is to perform a compilation of the HOA accounting records. Date of last external compilation was 2008. Cost will be approximately \$400.

Dan and Jacque presented a list of duties that they currently perform. With that, Jacque's desire is to step down from the position of Landscape Coordinator. After much discussion, and expression of thanks, it was decided that some duties could be offloaded to others. It was suggested that Barb DeWitt be contacted to determine her interest level in assuming the responsibilities of Landscape Coordinator. Compensation to remain unchanged at the current level of \$500 per month. Should Barb accept, notification of the change from Jacque to Barb, as well as contact information, will be included on the web site, HOA newsletter, and monthly HOA fee statements to inform the residents of the change. The Board is enthusiastically endorsing Barb for the position. Dan will contact her to inform her of the Board's offer.

Renewal of the existing landscape contract was discussed. Unanimous decision was made to renew the contract.

Thatching, aeration, and fertilizing will commence in February. This information to be included in the newsletter, and that "the green is on its way".

To date, 210 plants at \$31 each, and 39 trees at \$72 each, have been planted. Total expenditure of \$9,318 includes mulch and labor.

Board discussed and has determined the need for a Clubhouse Monitor. Duties and responsibilities to include items #1, 3, and 4 of "Other Duties I Cover", as described in the list of duties currently performed by Dan and Jacque. Brenda will list the specific items in a separate document to be presented to the potential Chair. Mac Potes was suggested as a possibility for the position. Brenda to contact him to determine his interest. All were in agreement. Brenda to convey Mac's decision to Dan.

Annual HOA meeting to be Monday, March 24, 2014 at 6:00 PM in the Clubhouse.

Meeting adjourned at 3:15 PM

Respectfully submitted by:

Brenda Cutsforth

November 24, 2013

LaQuinta HOA Board Members:

The Neighborhood Watch committee met after our first neighborhood watch program to discuss the outcome of the event. We were pleased on one hand to see that approximately 20 people gathered to listen to the Neighborhood Watch Officer discuss the Neighborhood Watch program. On the other hand we would like to have a much higher degree of participation in the program as it will only enhance our neighborhood.

The Neighborhood Watch committee listened to the concerns of those in attendance and we came away with a couple issues we would like to bring before you for your approval.

1. We plan to have another community meeting in January with a very specific program aimed at LaQuinta itself. Prior to this meeting the committee will be passing out the neighborhood watch booklets to all of our neighbors (which the Neighborhood Watch Officer will provide) so they will have a better understanding of the program and are informed as to how to respond to emergency as well as non-emergency situations. We feel face-to-face contact will be very beneficial in bringing more people into the program.
2. The committee would like to see a camera system at the front gate for security purposes as well as recognition of any vandalism that could occur in our neighborhood. We enlisted the knowledge of James Lyda who spent a considerable amount of time investigating the needs of LaQuinta specifically. He has made several suggestions in a moderate price range and we would like to be able to present this information to the Board for further education and approval.
3. Brenda Cutsforth volunteered to talk with each resident affected by a retention basin behind his or her home. In talking with 50% of the residents (she tried 100% but was unable to reach everyone) 100% of them would like to see some type of low lighting in the basins for protection. At this point the committee was talking about low lighting (similar to a walkway light) staggered along the curbing on both sides of the basin between LaQuinta Loop and LaQuinta Lane as well as on one side of the basin behind the homes on Irma Street. The committee would like to involve Mark DeAnda to get suggestions and a quote for this work.
4. As many of the neighbors who attended the meeting were concerned about Irma Street being so dark at night due to empty lots and the fact that a lot of the residents don't know they should turn their street light on, the committee would like to educate the residents of Irma Street on the use of their street lights. This would involve a flyer and also going door to door to talk to everyone involved getting as much participation as possible. The committee would like the developer to be aware of the need for the street lights and make a change in the upcoming homes to provide this need without a manual switch in the resident's home.

5. The use of CFL's in all garage and street lights will make lighting a very cost effective way to protect our homes. The committee would like approval to get a price for bulbs to help encourage our neighbors to keep their garage lights on – this only adds about \$1.00 a month to their electric bill!
6. Lastly, the committee discussed in detail the importance of having each resident use their 3-digit code to give to guests, personal landscapers, home employees, pizza delivery, etc. so as not to have our gate code so exposed. It was brought to our attention that invitations had been given out recently with the gate code on the invitation. The committee would like to educate the residents as to the importance of safekeeping the gate code. Mention was made to having a worksheet with the 3-digit codes so the committee would be able to give it to each resident when they are handing out their neighborhood watch booklet. Many at the meeting knew nothing about having a 3-digit code.

Thank you for your time and consideration with respect to the Neighborhood Watch program. We are very excited about the program and would like to see it implemented in LaQuinta. I would be happy to meet with you at an upcoming meeting to go into specifics with you if needed.

Respectfully,

Barb DeWitt