

NELLIE GAIL RANCH OWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING – REGULAR SESSION
TUESDAY, FEBRUARY 21, 2017
MINUTES

I. CALL TO ORDER

The regularly scheduled Open Session meeting of the Nellie Gail Ranch Owners Association was called to order at 7:34 p.m.

DIRECTORS PRESENT

Paul Holland
Mark Fisk
Jill Barkouras

DIRECTOR ABSENT

Loree Blough
John Park

MANAGEMENT

Brian Mitchell, General Manager
Dennis Moss, Operations Manager, Parks & Recreation Facilities

II. HAYDEN SHOW JUMPING AND RIDING SCHOOL PRESENTATION

April Branson and Meagan Larabee of Mickey Hayden Show Jumping and Riding School provide a brief presentation of their operation and services offered at the Equestrian Center for their clients and the community at large.

III. HOMEOWNER FORUM

Fourteen (14) members addressed the Board with comments.

IV. EXECUTIVE SESSION REPORT

The regularly scheduled Executive Session meeting was held on January 17, 2017. Topics included approval of November 29, 2016 & December 14, 2016 Executive Session meeting minutes, legal issues, personnel matters, contracts, clubhouse renovation, service mark infringement and violations.

V. ANNUAL MEETING AGENDA ITEMS

A. Consideration of Appointment of the Nominating Committee Members

Motion: Fisk
Second: Barkouras

Resolution: To approve the Nominating Committee Charter and appoint Toby Nassif and Tom Queen to join Jill Barkouras as Chair to serve on the Nominating Committee for the 2017 election.

The motion carried unanimously.

B. Consideration of Scheduling a Special Candidate Forum Meeting

The Board tabled this item.

VI. CONSENT CALENDAR

Motion: Fisk
Second: Barkouras

Resolution: That the Board approves Consent Calendar, items V-A through D as presented.

Ayes: Fisk, Barkouras
Nays: None
Abstain: Holland (Abstain on January 17, 2017 Minutes only)

The motion carried.

A. Consideration of Approval of Open Session Minutes

Resolution: To approve the Open Session Minutes dated January 17, 2017 as presented.

B. Consideration of Approval of the January 31, 2017 Financial Statements

Resolution: To approve the financial statements for the Nellie Gail Ranch Owners Association dated January 31, 2017.

C. Consideration of Approval of Association Reserves Inc. to Perform the Reserve Study for the 2017-18 Fiscal Year

Resolution: To approve the proposal with Association Reserves Inc. to perform a Reserve Study Update for the 2017-18 Fiscal Year at a cost of \$2,140.

D. Consideration of Approval of Replacement of Carpet and Pad in the Upstairs Apartment Unit at the Equestrian Center

Resolution: To approve a contract with MHCC Inc. to replace carpet in the upstairs Apartment unit at a cost of \$1,468.10.

End of Consent Calendar

VII. REPORTS

The following reports were received and filed by the Board: Financial Summary, General Manager's, Architectural Review, Communications, Emergency Preparedness, Equestrian Center, Events, Solar, Tennis Center, Trails, and Landscape.

VIII. OLD BUSINESS -

A. Consideration of Turf Replacement Project with Drought Tolerant Landscaping and Associated Rebate (Nellie Gail Rd. – Buckboard to Buckskin)

Motion: Fisk
Second: Holland

Resolution: To approve Sunset Landscape to remove 19,500 square feet of turf along Nellie Gail Road and replace it with drought tolerant landscaping for total cost of \$39,998 subject to receiving a rebate in the approximate amount of \$37,814 from Municipal Water District of Orange County (MWDOC).

The motion carried unanimously.

B. Consideration of Purchase of Polyurethane Ground Tarp to Cover the Middle Arena Footing

Motion: Holland
Second: Barkouras

Resolution: To approve the purchase of a Polyurethane Ground Tarp Cover from Covermaster, Inc. for covering the Middle Arena footing during inclement weather at a cost of \$4,516 delivered with a \$1,250 budget for purchase of a corrugated drain pipe for use as a roller.

The motion carried unanimously.

IX. NEW BUSINESS

A. Consideration of Approval of the 40th Anniversary Hoedown Event Date Change

Management was directed to change the date of the 40th Anniversary Hoedown event to September 9, 2017.

B. Consideration of Approval of Summer Concert Series Contract

Motion: Holland

Second: Fisk

Resolution: To approve a Contract with Mark Wood Entertainment for sound, lighting, staging and entertainers for the upcoming 2017 Summer Concert Series at a not to exceed cost of \$33,414.

The motion carried unanimously.

C. Consideration of Approval of Contract with Mike Lloyd Excavating, Inc. to Regrade and Recompact Existing Lower Dressage Arena Base and Replace Footing with New

Motion: Holland

Second: Barkouras

Resolution: To approve a contract with Mike Lloyd Excavating, Inc. in the amount of \$14,500 to provide equipment and labor to remove existing footing at the Lower Dressage Arena, laser level the base, install new footing and laser level to a 2.5" depth;

and,

To approve purchase of #50 sand footing material sufficient to achieve a 2.5" depth at a cost estimated at \$9,500;

and,

To approve a budget contingency of up to \$3,500 for hauling and disposing of old footing.

The motion carried unanimously.

D. Consideration of Approval of Service Contract with Footings West to Install Cabot Arena and Cabot Round Pen Base and Footing

Motion: Barkouras

Second: Holland

Resolution: To approve a service contract with Footings West to install a 6" equestrian base with footing and kickboards at the Cabot Arena at a cost not to exceed \$39,700;

and,

To approve a service contract with Footings West to install a 6” equestrian base with sand footing at the Cabot Round Pen at a cost not to exceed \$6,500;

and,

To approve a proposal from Sunset Landscape to add irrigation heads and connect to a water source to provide water to the Cabot Arena at a cost not to exceed \$11,507.

The motion carried unanimously.

E. Consideration of Approval of Purchase of Equestrian Center Arena Drag

Motion: Barkouras

Second: Holland

Resolution: To approve purchase of an Arena Drag from Footings West at a cost of \$7,200.

The motion carried unanimously.

F. Consideration of Approval of Budget Requests to the City of Laguna Hills

Motion: Holland

Second: Barkouras

Resolution: To direct Management to make 2018-19 and 2019-2020 budget funding requests to the City of Laguna Hills for the following:

- Increased level of landscape and tree trimming maintenance on major streets surrounding Nellie Gail Ranch.
- Fence repairs along any trails on major streets surrounding Nellie Gail Ranch.
- Cabot Park repairs to fencing, snack bar, restrooms, baseball field etc. to bring it up to standard.

These requests are in addition to the direction provided at the November 15, 2016 meeting related to a request for \$40,000 annual tree planting budget.

The motion carried unanimously.

G. Consideration of Invoice from City for Traffic Control September 28, 2016

This matter was tabled pending review by legal counsel.

H. Consideration of Request by Members for Security Patrol Services

Motion: Barkouras
Second: Holland

Resolution: Following consideration of Member comments related to requests for mobile patrol security service to be implemented, a resolution was made to approve entering into an agreement with Securitas Security Services for 24-hour, seven days per week mobile patrol services with appropriate signage at entries.

The motion carried unanimously.

I. Consideration of Approval of Pool Lifeguard Services

Motion: Barkouras
Second: Fisk

Resolution: To approve a Contract with Premier Aquatic Services for seasonal lifeguard services at a not to exceed cost of \$13,503.

The motion carried unanimously.

J. Consideration of Approval of Outdoor Shower Tile Replacement Project

Motion: Holland
Second: Fisk

Resolution: To approve a Contract with Jots HOA Construction Services, for the outdoor shower tile replacement project at a not to exceed cost of \$2,475 subject to a nice trim tile being selected to improve the design aesthetics.

The motion carried unanimously.

X. CORRESPONDENCE

The Board reviewed and filed Member correspondence.

XI. NEXT MEETING

The next Regular Open Session meeting is scheduled for Tuesday, March 21, 2017 at 7:30 pm.

XII. ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

Signature

Date