

FINAL MINUTES
LAS TORRES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
August 21, 2018 10:00 am
Unit 301

Board of Directors present: Pam Dixon, Debbie Robertson, Leigh Tollefson. Kachina Management: Mark Rounsaville. Homeowners present: Bob Tollefson, Michael Moore, Diane Griffith, Nan Searle, Jack and Pam Kaffer.

I. Call to Order 10:03 am

A. May 8, 2018 Board Meeting Minutes attached to these Minutes. **Motion to accept Minutes as read by Debbie Robertson, seconded by Pam Dixon. Prior to the vote Pam Dixon supplied her recollection of IV. Old Business--Understanding general common element restrictions for inclusion in the Minutes along with what was recorded. With that addition, Minutes were accepted unanimously.**

III. Reports.

A. Manager's Report. Attached to these Minutes.
B. Treasurer's Report. Attached to these Minutes. Addition to the report, we are requesting Kachina to provide us with itemized lists of their administrative charges and reimbursement for mailing costs to our homeowners as a result of Kachina's bank change. Mark informed us that the Biltmore Bank account will be closed in September 2018 and all banking will be done through Parkway Bank.

C. President's Report. Attached to these Minutes.

D. Landscape Committee Report. Jack Kaffer, Chairman. Attached to these Minutes. Addition to this report, Pam Dixon gave her resignation from the Landscape Committee.

IV. Old Business.

A. Spa Upgrades and Bids. To date, the Board has only received two bids, neither of which were done according to our specs. Kachina has been asked to get three bids according to our specs to which the Board added: one stair rail, repair to the light and installation of dual drains if not already done. Bids are requested from: Coral Pools, Cal Spa and Landscapes, and Palo Verde Pools. Deadline for the bids is two weeks when the Board will review them and vote via email to accept a bid.

B. Fire Pit Upgrades - stacked stone bid

In the May 8, 2018 BOD meeting the Board voted to spend up to \$1200.00 for the stacked stone work of the fire pit. Work on this feature is pending accepting bid from the same company who has bid on the trash enclosure and gates.

Reimbursement to Deb for furniture covers - \$200.00 was reimbursed July 25, 2018 to Debbie Robertson from the Maintenance budget.

Purchase of a storage bin for the covers when not in use - the cost of one big bin will be \$75-\$100. It has also been requested by some of our Homeowners to purchase a log holder and tools. **A motion was made by Debbie Robertson to spend up to \$300.00 to purchase a bin of like material to the furniture and a log holder with tools, the motion was seconded by Pam Dixon and passed unanimously.** Debbie will purchase above items.

C. Final bids for trash enclosure and gates. Two bids have been received: KVM \$5640.00 and JH Masonry & Plastering \$4550.00. JH Masonry has agreed to do the stacked stone fire pit pending acceptance of trash enclosure bid. **Motion is made by Leigh Tollefson to accept the bid of \$4550.00 from JH Masonry for the trash enclosure and gates for the Sundance Trail trash receptacle; gates for the Hum Road trash enclosure and stacked stone for the fire pit (using up to \$1200.00 per acceptance at May 8, 2018 BOD meeting for the fire pit construction) to be paid out of the Repair and Replacement Reserve Account; seconded by Debbie Robertson. Motion passed 2 to 1.** Jack and Pam Kaffer to contact JH Masonry to get any additional information and schedule project start.

New Gravel - Approval to spend up to \$1650.00 out of the Repair and Replacement Reserve for new gravel was done at the February 6, 2018 BOD meeting. The Landscape Committee is asked to work with Lawns by Les for supplying gravel and boulders as well as determination of placement for both.

D. Revisit General Common Elements - notice to Homeowners and letter regarding personal items on/in the general common elements. The Board has agreed to co-write a letter to the Homeowners as a reminder of the regulations governing the general common elements. A plat of each owner's unit will be included with each letter. No reference will be made to limited common elements. The Board will determine which owners will be asked to file a request for items on the general common elements and those approvals or denials will be filed in their unit file.

V. New Business.

A. Call for volunteers for our Reserve Study and 2019 Budget Committee. After discussion and input from Mark Rounsaville, the Board voted to have a Reserve Study done every 5 years (see below). Committee to be called for at that time.

2019 Budget Committee. Debbie will chair the 2019 Budget Committee and Leigh will send an email to our owners asking for volunteers. Budget Committee will meet in September at a date to be determined.

Review Reserve Study timeframe - every 5 years vs. 3 years. Discussion about percent of funding of capital reserves and industry standard and Arizona statute timeframes for Reserve Studies occurred. Mark recommended going to every 5 years. **Motion made by Debbie Robertson to change the timeframe for doing a Reserve Study from 3 years to 5 years, seconded by Pam Dixon and passed unanimously.** Next Reserve Study to be budgeted for and done in 2020.

We also received clarification on the need for a Board member to chair every committee. The only committee that must be chaired by a Board member is the Architectural Committee. All others can be chaired by a homeowner who reports to the Board.

B. Maintenance update - repairs completed and needed. Repairs to gutter at unit 203, patio ceiling at unit 401, chimney cap replaced, and fence repair at 603 are complete. Outstanding projects are the stairway lights.

Stairway lighting - Handyman to install remainder of lights, placement to be determined by the Landscape Committee.

Creation of a Maintenance Committee - Bob Tollefson has volunteered to chair this committee and will be asking for volunteers. Any maintenance requests should be sent to Bob via email LasTorresHOA@outlook.com or to Kachina who will forward them to Bob. He will determine if the repair can be completed by one of our residents or if a handyman is needed (which he will present to the Board).

VI. Homeowners Forum.

Homeowners expressed joy about the availability of a website by Kachina.

A request for an email list of homeowners from the Board was denied due to privacy issues. But homeowners were encouraged to gather that information on their own after checking with each person about sharing their personal information.

A Homeowner expressed frustration about not getting information and volunteered to help with getting communications out to the association. The Board encouraged homeowners to form a social committee or organize social activities for the association as a way of getting to know our neighbors.

An inquiry by a homeowner about the \$2500.00 budgeted in 2018 for the bocce ball court repair or replacement with another sporting activity was made. The Board has asked the new Maintenance Committee to research options.

VII. Adjournment. Pam Dixon had to leave the meeting prior to Adjournment. **Leigh Tollefson motioned to adjourn the meeting, seconded by Debbie Robertson, motion passed by the majority of the Board present.** Adjournment 12:45 pm.

Respectfully submitted,
Leigh Field Tollefson
Leigh F. Tollefson
Secretary

Las Torres HOA
Board of Directors Meeting
AGENDA
August 21, 2018 10am Unit 301

I. Call to Order

NOTE: This is a LTHOA Board of Directors meeting. LTHOA Owners may participate only during Old Business and New Business portions of the meeting after being recognized by the presiding Director. Owners can comment on and ask questions about agenda items after the Board has discussed the item, but before the Board takes formal action on that item. We're such a small group but Parliamentary Procedures still apply unless suspended by the Chair.

II. Approval of Minutes

A. May 8th, 2018

III. Reports

- A. Manager's Report & Updates
- B. Treasurer's Report
- C. President's Report
- D. Landscape Committee Report

IV. Old Business

- A. Spa Upgrades and Bids
- B. Fire Pit Upgrades - stacked stone bid
 - Reimbursement to Deb for furniture covers
 - Purchase of a storage bin for the covers when not in use
- C. Final Bids for Trash Gates/Sundance Road Enclosure Update
 - New Gravel
- D. Revisit General Common Elements -
 - notice to homeowners and letter regarding personal items on/in the General Common Elements.

V. New Business

- A. Call for Volunteers for our Reserve Study and 2019 Budget Committees
 - Review Reserve Study time frame - every 5 years vs. every 3 years
- B. Maintenance update - repairs completed & needed. Stairway lighting. Creation of a Maintenance Committee.

VI. Homeowners Forum

NOTE: This is the time for owners to make comments and suggestions about anything. We respect your opinions and will always welcome them. Members of the board may not discuss items that are NOT on the agenda. No actions, pursuant to A.R.S. §38-431.01(G), can be taken today as a result of owners comments.

VII. Adjournment

Per Arizona State Statute 33-1248 (AZ Condo Act) All meetings of the Association and Board of Director Meetings are open to all members of the Association or to any person designated in writing by a member to appear as the member's representative for that meeting.

FINAL MINUTES
LAS TORRES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 8, 2018 10:00 am
Unit 402

Board of Directors present: Pam Dixon, Debbie Robertson, Leigh Tollefson. Kachina Management: Mark Rounsaville. Homeowners present: Jack and Pam Kaffer, Michael Moore, Loraine Simons, Diane Griffith, Kris Strike, Bob Tollefson.

- I. Call to Order 10:00 am
- II. Approval of Minutes.
 - A. February 6, 2018 Board Meeting attached to these Minutes. **Motion to accept Minutes as read was made by Debbie Robertson, seconded by Pam Dixon. Minutes approved unanimously.**
- III. Reports.
 - A. Manager's Report. Attached to these Minutes.
 - B. Treasurer's Report. Attached to these Minutes.
 - C. President's Report. Attached to these Minutes.
- IV. Old Business.
 - A. Understanding general common element restrictions and actions to take for their enforcement. Discussion and explanation of the management and usage of the general common elements occurred. Each Homeowner will receive a letter from the Board explaining the general common elements and the governing of them. The letter will also list the items noted in the general common elements being used by that unit and will either approve those items or ask the Homeowner to complete a request for the specified item. The approvals will be placed in the unit file. Because all exterior walls are general common elements, Homeowners will be asked to remove all decorations from these walls prior to listing their unit for sale, rent or lease. Recorded as Leigh Tollefson and Debbie Robertson approve.

A letter will go out to each Homeowner identifying any items they have in the general common elements (including exterior walls) that have not been approved by the BOD and are therefore in violation of our rules. Options will be presented in the letter. This information will be kept in each unit file as a violation notice. Homeowners will be asked to remove all these items **prior** to listing their unit for sale, rent or lease. Recorded as Pam Dixon approves per this Minute approval at August 21, 2018 BOD meeting.
- V. New Business
 - A. Real estate signs - placement, purpose, length of time, display area. After advice from Mark Rounsaville and referring to the CC&Rs, a **motion was made by Leigh Tollefson to prohibit signs "for lease or rent" from placement in the general common elements; however, a "for lease/rent" sign is allowed inside the unit. This does not include "for sale sign" placement. These signs are allowed and should be placed at the nearest point on the road or at the nearest entrance point to the unit for sale. Motion was seconded by Pam Dixon and passed unanimously.**

B. Doorbell cameras - discussion and comparisons regarding the pros and cons of these products occurred. Privacy concerns were raised due to the scope, distance and video capabilities of these cameras. The Board determined the previous motion (February 16, 2017 BOD meeting) made regarding use of security cameras would stand and no exception would be made for doorbell cameras.

C. New landscaping contract and Sexton's April bills for incomplete work. Sexton has decided to get out of the landscaping business and abruptly discontinued their work without legal notice. Three bids were reviewed and compared for hiring a new landscape company. **A motion was made by Leigh Tollefson to accept the bid from Lawns by Les and have Mark at Kachina review the duration of the contract and price guarantee as well as inclusion of some additional tasks; the motion was seconded by Pam Dixon and passed unanimously.**

The Board authorized payment for Sexton's April bill to cover the cost of the termite contract after Ken Fincel at Sexton agreed that we should not pay for the incomplete oleander trimming.

D. Amenities being considered for improvement and how to pay for them.

1. Spa - repair vs. replace - costs. Jack Kaffer presented information regarding the benefits of creating a new larger spa over repair of the current spa. Specs for creation of a new spa and enlarging the current spa will be drawn up and presented to three vendors for a bid on both. When the bids are received, the Board will review them and determine the best option and present it to the Homeowners with financing options for their input and approval.

2. Fire pit enhancements - costs. Information on two options for outdoor furniture sets were presented at the meeting by Jack Kaffer. After comments from the Homeowners present about preferences, **a motion was made by Debbie Robertson to purchase the sale price (\$1,999.99 with a \$175 delivery and assembly charge) of the 7 piece Portofino furniture set at Costco, seconded by Leigh Tollefson. Motion was passed with a 2 to 1 vote.**

Additionally, **a motion for spending up to \$1200.00 for the stacked stone work of the fire pit was made by Debbie Robertson and seconded by Pam Dixon and passed unanimously.**

3. Doors for trash container enclosures - costs. A bid was presented from a mason to build a brick and stucco enclosure to replace the railroad tie trash enclosure near the Sundance Trail entrance (the bid included removal of the old ties and gates for both the new enclosure and the one on Hum Road). Jack and Pam Kaffer contacted the town of Carefree for ordinances on garbage enclosures. The town has an ordinance which mandates that garbage receptacles/dumpsters must be in a masonry enclosure with gates as a deterrent to foraging animals. After discussion, the Board has requested more bids to review.

VI. Housekeeping items.

A. To be determined

1. Trial of the Mr.BEAM MB 5200 led, battery powered light in the stairway of 503 and 504 is working. Arrangements for a handyman to place the other lights in the designated stairways will be made.

2. Obtaining a qualified handyman. Mark has been asked to look for a qualified candidate. Michael Moore will also provide us with the name and contact information for someone she uses, but he requires a minimum charge of \$115. Of note, any work costing less than \$650 can be done by a handyman without license, bond or

insurance.

3. There is NO PARKING at the Hum Rd. parking lot on Mondays and Thursdays so that Curbside can pick up our garbage/recycling.

4. Mark was directed to send any additional charges to either Pam or Debbie prior to paying them for confirmation.

5. Our roofing warranties expire in January 2019. A cost we need to consider in our 2019 Budget. A quote from Progressive to extend our warranties is guaranteed for 30 days.

6. Flat roof inspection. Mark will schedule with Progressive.

7. Las Torres email address. Due the number of Homeowners who report not knowing/receiving association information or updates, Leigh will create a new email address with "LasTorres" in it.

8. The third quarter meeting date is changed to August 21, 2018.

9. Pooling water in garage of 603. After an irrigation specialist sent by Kachina determined the leak was not due to the irrigation system, the owner was asked and agreed to call Pam Dixon as soon as the water appears again. The other possible cause is a recently installed water softener and runoff hose. Should that prove not to be the problem, the irrigation will be readdressed.

VII. Homeowners Comments. Kris Strike has asked for an open session appeal for her concerns and complaints. Prior to the meeting, but after the agenda was prepared, she requested to appeal the Board's ruling on exterior security cameras. The Board gave Ms. Strike the opportunity to hear her appeal on this item, but she refused because it wasn't specifically listed on the agenda. As she has multiple items to appeal, she was asked to provide a concise listing of each of these concerns and send it to the Board prior to the appeal date (tbd). The Board also advised her that we would not consider again a complaint that has already been resolved.

VIII. Adjournment. **Leigh Tollefson motioned to adjourn the meeting; seconded by Debbie Robertson and motion passed.** Adjournment 12:43 pm

Respectfully submitted,

Leigh Field Tollefson

Leigh Field Tollefson

Secretary

attachments: Final Minutes February 6, 2018, Manager's report, Treasurer's report, President's report

Kachina Management Inc.

LAS TORRES MANAGERS REPORT

Contacted Augie Hansen with Carefree Maintenance per BOD recommendation to do repairs for the community. Gutter repairs at 203, patio ceiling repair at 401, leak at 603.

Collected bids for the trash enclosure. Board determined they would use their own Handy man. Have been in contact with Lawns by Les regarding landscape issues.

Directed the removal of "For Lease" sign placed in the common area by unit 104, have been in contact with the homeowner multiple times regarding this. These type signs are only to be placed inside the unit (window)

Contacted Pool/Spa renovation companies including Coral Pools, Az Spa Technology and Presidential Pools. All companies are of the opinion the job is to costly for such a small expansion. (Az Spa does not do work on in ground spas.) Kachina awaiting Specs for creation of new spa.

Launched new Kachina Management website with additional payment options, does Las Torres want to invite homeowners? Kachina has created a step by step instructional document for homeowners to create a secure online account through our new website.

Issued reimbursement check to Debbie for Patio furniture Covers approved by BOD (7001 maintenance and repair)

CC&R fines and late and Admin fees for 602 were waived per BOD direction and reimbursement to 603 for camera violations. Performed tours through property, oversee pool, landscape.

Maricopa County is mailing the last 2 spa inspection reports to our Office these were requested last week Wednesday and should be arriving this week.

Scheduled the second yearly Sewer Clean out for the community with TCH Plumbing Friday August 24th 2018

From: dixonpam
<dixonpam@aol.com> To:
dixonpam
<dixonpam@aol.com>

Subject: Presidents Report 8/21/2018

Date: Tue, Aug 21, 2018 7:52 am

Presidents Report 8/21/2018

#1. The biggest "complaint" I get is that there is not enough shade at the pool. I'm recommending *WE* look into installing some sort of large sun shade(s) on the west side of the pool.

#2. Steve Searle has reported a problem he is having with Pack Rats.

#3. I do not have all the answers - that's what we have a management company for. They are there to guide the Board; help us maintain our property; interact with owners who have questions or violations; collect our assessments and pay our bills; answer Board member questions; and advise us regarding actions that may result in a legal action.

#4. Greatful to Leigh & Deb as they take on more Board responsibilities so I don't have to do everything all the time

#4

Greatful to Leigh & Deb as they take on more Board res so I don't have to do all the time.

TREASURERS REPORT August 2018

Bank Account Balances as of 7/31/18 (adjusted)

General Account	
Balance Sheet	\$2,236
Pending Correction	\$1,300
Adjusted Balance	<u>\$3,536</u>
	Double transfer of funds from General to RR Reserve in June

Operating Reserve **\$14,778**

RR Reserve	
Balance Sheet	\$145,043
Pending Correction	(\$1,300)
	<u>\$143,743</u>
	Double transfer of funds from General to RR Reserve in June

Profit (loss) Year to date as of 7/31/18 (adjusted)

Income	
Delinquencies	\$59,617
	<u>\$1,510</u>
	\$61,127

Expenses (\$59,142) Includes transfers to Reserve accounts

2017 Expenses paid in 2018	\$2,550
	<u>(\$56,592)</u>

Year to Date Under (over) Budget **\$4,535**

Above numbers provided to better see where we are at with this years budget.
 Above expenses include unbudgeted expense of Firepit furniture/covers: \$2,588
 This expense can be reimbursed from the Ops Reserve account if we go over budget remainder of year.

Pending Capital Expense items to be paid from RR Reserve pending BOD approval:

- Trash bin enclosure and gates to meet Carefree requirements
- Firepit upgrade
- Spa upgrade to meet country requirements

Pending Items from Kachina: See attached list

- Unanswered inquiries/issues
- Pending corrections to financials
- Kachina: required status update
- Tax Return
- Compilation Audit
- Property Tax
- Parkway Bank

DATE	TO	TYPE	FOR	COMPLETE
10-May		Request	Meeting; Mark to get maintenance man out; 2 estimates for Trash area	
15-May Kelly		Financial Question	2 months of deposits made to both Ops and RR Res for \$1300 each	6/21 corrected; \$2600 transferred from Ops Res to Ops
20-May Mark, Kelly		Financial Question	\$380 pd in April for Tax Return; we have not rec'd copy	
20-May Mark, Kelly		Financial Question	Requested several times for copy of compilation audit	
23-May Mark		Follow up	Estimate for trash enclosure	
19-Jun Mark		Financial Question	Copy of Compilation Audit	
21-Jun Mark, Shawnie, Kelly		Financial Question	Detail for postage and Admin Fees	
28-Jun Mark, Kelly, Shawnie		Financial Question	Excessive postage copy charges; way over budget	
6-Jul Mark, Kelly		Financial Question	double deposit to RR Reserve in June	corrected; 2 dep in July
10-Jul Mark, Shawnie, Kelly		Financial Question	No deposit of \$400 to Ops Reserve in June	
10-Jul Mark, Shawnie, Kelly		Financial Question	What is Parkway account with \$50 in it	
10-Jul Mark, Shawnie, Kelly		Financial Question	Request for GI Detail on statements	
10-Jul Mark, Shawnie, Kelly		Request	Itemized statement from Kachina explaining charges	
10-Jul Shawnie		Request	Deadline for spa quotes; I got one from CalPools in 2 days	
25-Jul Mark, Kelly		Follow up	double deposit to RR Reserve in June	
20-Jul Mark		Follow up	Mark still hasn't got maintenance man; said no one will do small job	Complete: I took care of myself; got maintenance man with 1 call received
7-Aug Shawnie		Request	Bank Statements for July	
8-Aug Kelly		Follow up	double deposit to RR Reserve in June	

Pending Corrections to Financials:

Budget Item missing from IE Statement

9700 Add line item \$800 Reserve Study
 9000 Missing budget amount \$500 Admin Expenses

Posting Corrections

7200 Posting Correction \$550 Remove from account Contract Service (TCH Plumbing) no budget amount on this line item; remove this account from IE
 7002 Posting Correction \$550 Expense to Sewer Maintenance (TCH Plumbing)
 7200 Posting Correction \$240.20 Remove from account Contract Service (Progressive Roofing) no budget amount on this line item; remove this account from IE
 7000 Posting Correction \$240.20 Expense to Maintenance/Repair (Progressive Roofing)
 7250 Posting Correction \$600 Remove from account Pool Cleaning (Desert Sparkle) no budget amount on this line item; remove this account from IE
 7205 Posting Correction \$600 Expense to Pool-Contract Service (Desert Sparkle)

- Landscape Committee Members (volunteers):
 - Jack Kaffer, Chairperson
 - Tom Desmaris
 - Pam Dixon
 - Michael Moore
 - Debbie Robertson
 - Bob Tollefson
- Initial Meeting — 03-02-2018
 - Focus of meeting – Data Collection on current state of Las Torres landscaping
 - 15 Areas of Las Torres Community were identified for landscaping improvement/updating
 - Photos taken of each area – presented in packet to each Landscape Committee Member
 - Landscape Committee Members took a walking tour to view the areas/make notations
 - Discussion held regarding observations & recommendations made/recorded
- Second Meeting — 03-21-2018
 - Each Landscape Member created an individual Priority List for Landscape Areas 1-15
 - Those 6 lists were compiled and tallied to create one Committee Priority List for Short Term and Long Term Action Plan (*copy sent to Committee Members for review*)
 - Irrigation Observations Discussed: For most part, irrigation system appeared to be working sporadically, at best. Decision that more investigation was necessary.
 - Discussion regarding current landscape company – **Sexton** – included a need for more focus:
 1. Las Torres was divided into 10 Areas for “Deep Cleaning” each week to provide the Landscape Crew a specific area and provide a more in-depth focus
 2. Landscape Committee Members volunteered to “shadow” Pam Dixon’s efforts with the Landscape Crew on Fridays in order to provide support and/or in Pam’s absence
 3. Agreement that any special requests for landscaping must go through Pam Dixon
Las Torres residents should refrain from approaching landscapers on their own
 - Discussion included moving forward on **SHORT TERM ACTION PLAN** as follows:
 1. 12 large rocks/boulders would be ordered to spread around Las Torres
 2. River Rock would be ordered from same company to use to “edge” first priority areas
NOTE: Pam Dixon agreed to place the above orders
 - New gravel had been ordered – but delayed due to situation with **SEXTON** exiting landscape duties at Las Torres. Discussion included to send Individual Resident Invitation via Email to tidy own area prior to gravel delivery – due to **SEXTON** exiting – email not sent
 - Discussion regarding community involvement – “*Getting to Know Your Neighbor*”...

“*Walk & Talk*” 45 minutes for walking tour of Las Torres – Invitation via email – created & send to HOA Board to forward date selected for early May... Email was not forwarded

- May HOA Meeting — Short Term Action Plan continued
 - Fire Pit area furniture discussed and ordered from Costco – delivered in June
 - Fire Pit area old furniture cleared and floor cleaned in preparation
 - Fire Pit area new water hose and container installed
 - Fire Pit area Furniture Custom Covers ordered and installed
 - Reimbursement requested at August HOA meeting
 - Fire Pit area needs:
 1. Firewood Log Rack cost \$35 - \$77 – no decision made at this meeting
 2. Two Containers for Furniture Covers cost \$40 - \$120 each
 3. Fire Pit Update with stacked stone/masonry — Discussion at August HOA meeting

- Pool and Spa Area – Summer 2018
 - Steps painted on edges for safety between the 300 & 400 units
 - Pool decking checked and repaired for cracks
 - Pool safety equipment organized – Spa skimmer added
 - Hooks for towels added
 - Hand rail cover added to Pool for safety & minimize heat on stainless steel

- New Landscape Company – Lawns by Les – 07-17-2018
 - I Met with Les Coates, owner of Lawns by Les and his son, Braedon, who is the irrigation expert for this company. Pam Dixon was also in attendance for this meeting
 - Les was inform that we were pleased with the overall care and maintenance of Las Torres. However, there appeared to be very little accomplished with the irrigation. I reminded Les that when we had met in May the irrigation was our number one problem with entire sections cut off from irrigation water. At that time, he had promised to address this issue.
 - Les apologized and stated that their company had been hit hard with major irrigation problems on other jobs. This was the reason Braedon had accompanied him to this meeting
 - After a short inspection of the irrigation system, Les advised that there were several sections that will need complete replacement. This process could be accomplished a section at a time over a two year period. Les is willing to provide a bid to the HOA Board prior to each section being replaced.
 - Braedon provided orange flags to be placed on any emitter that was broke and water was overflowing. The flags were dispensed to several owners in residence during the summer.
 - During our discussion, Robert (an owner at Las Torres) showed an area along the Sports Court fence that has a severe leak causing irrigation to be cut off along the fence. Braedon and Robert discussed several options to fix this leak. This session ended on a positive note.
 - I did ask the landscapers if they had any problems with our residents – they responded with none. Keep in mind that we have hired experts in the landscaping business, therefore, they do not need to be monitored by anyone while working on our property.

- I gave Braedon my phone number to open the lines of communication and told him to call me if there should be any future concerns or questions.
- Landscapers Meeting — Thursday 08-16-2018
 - I met with Lionel, Crew Chief, for Lawns by Les for an update. He stated that the orange flags system was working well for spotting leaks and he had personally taken care of those.
 - Overall, the crew has continued to care and maintain the landscape at Las Torres.

Report Respectfully Submitted,

Jack Kaffer, Landscape Committee Chairperson