

**REGULAR SESSION AGENDA**  
**February 27, 2014**



**Sun City**  
**CIVIC ASSOCIATION**

**AGENDA**  
**Thursday, February 27, 2014**  
**7:00 p.m.**  
**WEBB HALL**

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*All scheduled and noticed Executive Session Board meetings are held in accordance with California Civil Code 1363.05(b): Litigation, matters relating to formation of third-party contracts, foreclosure action decisions, & member discipline.*

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**EXECUTIVE SESSION**  
**5:30 P.M. – EAST ROOM**  
**(Closed Session - Board Members Only)**

- A. Review and Approval of January 23, 2014 Executive Session minutes**
  - B. Contracts: Fiore, Racobs & Powers**
  - C. Contracts- Central Security System**
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**REGULAR SESSION**  
**BOARD OF DIRECTORS MEETING - 7:00 PM**

**SPECIAL GUEST – TAMMY MARINE – HABITAT FOR HUMANITY**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ANNOUNCEMENTS – by President ElRite**

**4. ROLL CALL**

**5. OPEN FORUM: MEMBER COMMENTS ON NON & AGENDA ITEMS**

*(Legal owners of SCCA property – (bonafide members) - may fill out a “Request to Speak” form and turn it into management before the meeting begins, for an opportunity to address the Board. During open forum, each SCCA member may address the board for up to three (3) minutes. A director or manager may briefly respond to statements made or questions posed, if they chose to. Speakers and members in the audience must observe rules of decorum and not engage in obscene gestures, shouting, profanity or other disruptive behavior. If a speaker is in*

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*the middle of a sentence when time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allot their time to others. All persons must follow the Meeting Rule stated at the end of this agenda. Please do not interrupt meeting while it is taking place. Thank you!*

**6. CONSENT CALENDAR** – *(The items below will be acted on by the Board without discussion. Should any Board member wish discussion on a Consent Calendar item, they may make a motion to pull that particular item or items, off the Consent Calendar for individual consideration, discussion and action by the Board.) Without objections, the remaining items, ( or all the items if none have been pulled) are adopted by general consent.*

- A.** Approval of Minutes from January 23, 2014 Regular Session Meeting.
- B.** Acceptance of the Un-Audited Financial Statements and Bank Reconciliations as prepared and presented by Avalon Management for the month ending January 31, 2014 with said Financial Statements having been presented to the Finance Committee. *(While you have already rec'd the financials before, for board packet purposes, an abbreviated portion is placed in the packet for reference as well as the Treasurer's Report.)*
- C.** Ratify Ways & Means to purchase two (2) 100 cup coffee pots and eight (8) 60 cup coffee pots, with the understanding all old coffee pots will be disposed of, all new coffee pots will be the same so that the parts are interchangeable, that coffee pots need to be requested on the setup form, and maintenance will deliver the coffee pots before requested event and pick-up coffee pots at the end of the meeting.
- D.** Ratify approval to replace west side of fencing at Corbett Park at a cost of \$2,947.00 by Hemet Fence.
- E.** Approve the request if Maintenance Manager Tom Willingham to do in-house landscaping for the Association. With cancellation of Rudy Solis Landscaping service effective January 31, 2014.
- F.** Ratify the purchase of two (2) new locks and three hundred (300) non-duplicable keys at a cost of \$1,338.34 for a new lock system at Corbett Park. This expense of \$1,338.34 will be a Reserve Expense. A \$45.00 deposit is required in addition to the \$5.00 deposit already received from current space holders, for a total deposit of \$50.00. This \$50.00 deposit will be refunded upon surrender of key. This \$50.00 deposit is held in a separate fund for that purpose.
- G.** Ratify the cost of \$4,497.00 from Central Security for a one-time charge to replace and re-direct photo beams at Corbett Park. Bid includes labor and conduit repair. This expense of \$4,497.00 will be a Reserve Expense.
- H.** Approve the expenditure of \$7,138.50 plus taxes for installation of Lighting in Shuffleboard Room as a Reserve Expense to Inland Lighting Supplies.

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- I. Approve request for purchase of molds in the amount of \$125.00 from Monday Ceramics Club.
- J. Approve request for purchase of molds in the amount of \$125.00 from Thursday Ceramics Club.
- K. Approve the expenditure of \$405.00 for a black velvet diamond quilt piano cover for the piano in North Town Hall
- L. Move balance of remaining operational funds from 2013 to Reserve Funds.
- M. Approve the request from Sun City Woodworks for reimbursement of \$469.36 for the security system installed in the Wood Shop rooms.
- N. Approve the appointment of the following residents to the EPAC Committee.
  - 1. Florence P. Arick
  - 2. Gary L. Barton
  - 3. Mary M. Dempsey
  - 4. Eileen S. Parnell
  - 5. John Pashley
  - 6. Linda Sanchez
  - 7. Steven Sanchez
  - 8. Casey Stengel
  - 9. Marcal Wittig
- O. Approve the appointment of the following residents to the SCCA Finance Committee.
  - 1. Edna Rae Bogut
  - 2. Steve Fuller
  - 3. Eileen Parnell
  - 4. John Pellegrino
  - 5. Lynn Rowe
  - 6. Pat Thurman
  - 7. Tom Thurman
  - 8. Mary Ann Wagner
  - 9. Jerry Wolleat
- P. Ratify the expense of \$900.00 to Hohn Gutterwork for replacement rain gutters and downspouts on West side of North Town Hall.
- Q. Approve application to join the Menifee Chamber of Commerce at an initial cost of \$240.00.

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- R.** Approve the appointment of Wood Shop Safety Committee Monitors.
1. Sam Alvo
  2. Bill Blair
  3. Dennis Craker
  4. Martin Cross
  5. Richard Earhart
  6. Sam Farley
  7. Leo Fino
  8. Mark Fletcher
  9. Dan Frederick
  10. Don Humble
  11. Barry Jacobs
  12. Russell Marchand
  13. John Moore
  14. Chris Munford
  15. Tom Perkins
  16. Timothy S. Perez
  17. John Railsback
  18. Ed Sibbey
  19. Nick Smith
  20. Greg Stillwell
  21. Christen Turner
  22. Angelo Zandonatti
- S.** Facility Use Requests
1. Riverside County Registrar of Voters – Consolidate Primary Election Polling Place – Tuesday, June 3<sup>rd</sup>, 2014
  2. Riverside County Registrar of Voters – Consolidated General Election Polling Place – Tuesday, November 4<sup>th</sup>, 2014
  3. Player’s Club May Plays – Saturday, May 3<sup>rd</sup>, 2014 & Sunday, May 4<sup>th</sup>, 2014
  4. Player’s Club November Plays – Saturday, November 1<sup>st</sup>, 2014 & Sunday, November 2<sup>nd</sup>, 2014
  5. GFWC Menifee/Sun City Woman’s Club – Fashion Show Fundraiser – Saturday, May 17<sup>th</sup>, 2014
  6. Riverside County Registrar of Voters – State Senate District 23 Special Primary Election Polling Place – Tuesday, March 25<sup>th</sup>, 2014
  7. Riverside County of Registrar of Voters –State Senate District 23 Special Primary Election Polling Place – Tuesday, March 25<sup>th</sup>, 2014
  8. Swim Club – Annual Swim Show – Friday, October 3<sup>rd</sup> & Saturday, October 4<sup>th</sup>, 2014
  9. Line Dance – Friday – Pot Luck – Friday, April 18<sup>th</sup>, 2014
  10. Line Dance – Friday – Pot Luck – Friday, June 27<sup>th</sup>, 2014
  11. Line Dance – Friday – Pot Luck – Friday, October 31<sup>st</sup>, 2014

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12. Line Dance – Friday – Pot Luck – Friday, December 12, 2014
13. Habitat for Humanity – Restoration Project – Saturday, April 26<sup>th</sup>, 2014
14. Sun City Civic Association – Christmas with the Core – Saturday, December 20<sup>th</sup>, 2014
15. Sun City Civic Association – Race for the Cure Bake Sale – Saturday, September 20<sup>th</sup>, 2014
16. NARFE Club – Annual July Picnic – Monday, July 14<sup>th</sup>, 2014
17. Shuffleboard Club – CA State Singles Tournament – Monday, May 12<sup>th</sup>, 2014
18. Travel Club – Ice Cream Social – Wednesday, July 2<sup>nd</sup>, 2014
19. Lawn Bowls Club – Club Mixer – Friday, February 14<sup>th</sup>, 2014
20. Lawn Bowls Club – Club Mixer / Patio Dinner – Friday, March 14<sup>th</sup>, 2014
21. Merchant Marine Veterans – 3<sup>rd</sup> Annual Veterans Day Ceremony – Tuesday, November 11<sup>th</sup>, 2014
22. Sun City Civic Association – Riverside County Advisory Council on Aging: Seminar on CAL Fresh program and Vial of Life Program- Thursday, May 22<sup>nd</sup>, 2014
23. Lawn Bowls Club – Lawn Bowling Tournament – Saturday, March 8<sup>th</sup>, 2014
24. Shuffleboard Club – League Tournament – Tuesday, February 25<sup>th</sup>, 2014
25. Shuffleboard Club – League Tournament – Wednesday, February 26<sup>th</sup>, 2014
26. Shuffleboard Club – League Tournament – Friday, February 28<sup>th</sup>, 2014
27. Shuffleboard Club – League Tournament – Tuesday, March 4<sup>th</sup>, 2014
28. Shuffleboard Club – League Tournament – Wednesday, March 12<sup>th</sup>, 2014
29. Shuffleboard Club – League Tournament – Friday, March 14<sup>th</sup>, 2014

\*\*\*\*\*END OF CONSENT CALENDAR\*\*\*\*\*

**7. COMMITTEE REPORTS**

- A. Coordinating Council
  1. Minutes and/or verbal report
- B. EPAC (Emergency Preparedness Advisory Committee)
  1. Minutes and/or verbal report
- C. Finance Committee
  1. Minutes and/or verbal report
- D. Maintenance Committee
  1. Minutes and/or verbal report
- E. Social Activities Committee
  1. Minutes and/or verbal report
- F. Ways & Means Committee
  1. Minutes and/or verbal report

**8. MANAGEMENT REPORTS**

- A. Activities – Alesia Stachan, Activities Coordinator

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- B. Code Enforcement – Mario Trujillo, Code Enforcement Coordinator
- C. Maintenance – Tom Willingham, Maintenance Supervisor
- D. Management – Roxie Holliday, General Manager

**9. FINANCIAL REPORTS** *(This section presents the most current financial statement, along with any other collection matters. The Board decision to file a lien for delinquent assessments is made by a majority vote of the Board members in an open meeting, with the vote recorded in Regular Session minutes. The Payment Plan Policy adopted by the Board, is implemented by Management on a regular basis per Board directives. Board action is not needed for every request as long as it is within the approved policy guidelines. However, action to initiate Lien Foreclosures for delinquent assessments is done in Executive Session by majority vote of the Board, but the decision action will be recorded in Regular Session minutes, protecting confidentiality of the owner(s) by reference of the property's parcel number (APN). We hope this explanation helps you understand the collection process and the Board's role and requirements in it. Please know the SCCA Board takes all action necessary to collect assessments.)*

- A. Financial Reports – January 31, 2014 (Approved via Consent Calendar)
- B. Treasurer's Report

### 10. OLD BUSINESS

- A. Webb Hall Remodel & Renovation Status Update – Status Only
- B. EPAC Committee Request for approval to purchase HELP/OK signs.

### 11. NEW BUSINESS

- A. Corbett Park
- B. Rule Modification
- C. Parking Stickers
- D. Chair Volleyball

### 12. NEXT MEETING

The next Regular Session Board of Directors Meeting for the Sun City Civic will be **Thursday, March 27, 2014** at 7:00 P.M. in Webb Hall.

### 13. ADJOURNMENT

**MEETING RULES:** *No audio or video recording allowed by attendees. However, the Secretary of the Board may record the meeting to aid in the preparation of minutes. The recording is deleted once the minutes have been prepared. As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Attorneys and newspaper reporters are prohibited from attendance at SCCA Board meetings, unless specifically invited by the Board. Members may address issues during the Open Forum portion of the meeting. Attendees may not engage in obscene gestures, shouting, profanity or other disruptive behavior. If attendees become disruptive, they may be expelled from the meeting and fined.*