

**THE VILLAGE GREEN OWNERS ASSOCIATION**  
Board of Directors Regular Open Meeting Minutes  
Tuesday, April 28, 2015

**DIRECTORS PRESENT:** Jerri Allyn (JA), President; Joseph Khoury (JK), Vice President; Steve Haggerty (SH), Treasurer; Claire Joyce (CJ), Secretary; Ethan Markowitz (EM); Reuben Ginsburg (BG); Norma Miller (NM); Malcolm Carson (MC); Lucy Fried (LF).

**ALSO PRESENT:** Peter Fay (PF), General Manager; Sherri Giles (SG), Assistant Manager

JA opened Homeowner Comments period at 7:02 pm.

**1. HOMEOWNER COMMENTS**

- A. 5380 ½. Vaihiria commented on a bird nest incident.
- B. 5174 ½. Dawn commented on building cracks.
- C. A homeowner commented on Airbnb listings at Village Green.
- D. 5535. Judith Bershak commented on irrigation and a dryer fire.
- E. 5154. George Rheault commented on a dryer fire, filming, irrigation and a bylaw amendment.

**2. CALL TO ORDER**

JA called open session to order at 7.15pm with eight directors present.

**3. ADOPTION OF AGENDA:** with item L2 added due to time constraints. LF moved, BG seconded. **Passed 8-0.**

**4. BUSINESS**

A. Approval of Regular Open Meeting Minutes March 24, 2015 with two amendments by BG. JA moved, LF seconded. **Passed 7-0-1.** (Abstain: SH)

B. Approval of Special Open Meeting Minutes April 14, 2015. JA moved, LF seconded. **Passed 7-0-1.** (Abstain: BG)

C. **Resolution 15-56.** Approval of the recording of a lien against Assessor's Parcel 5025-007-023, moved by BG, seconded by CJ. **Passed 8-0.**

D. **Civil Code §5500 Compliance Verification Acknowledgement** for the Quarter March 31, 2014. Let the record show that a majority of the Board has signed the quarterly review of the budget.

E. **Resolution 15-48.** The Board of Directors of VGOA resolves to a. accept the Association's audit report and audited financial statements for the year ended December 31, 2014, as prepared by Poindexter and Co., CPA and b. authorize the mailing of the audit report to all owners at a cost of \$2,000 to be assigned to 61010 Audit/ Tax Expense. SH moved, CJ seconded. After discussion, **Passed 8-0. Action Item.**

F. **Resolution 15-53.** Accept the Association's tax returns for the year ended Dec 31, 2014 as prepared by Poindexter and Co., CPA. Further, the Board authorizes the President, Treasurer or any Officer to sign such tax returns and file them with the appropriate taxing authority. After discussion,

BG moved to approve, adding that in future, tax filing will be included as a Board agenda item in the manager's report, to note that the tax returns have been prepared and subsequently that they have been submitted. SH seconded. **Passed 8-0. Action Item.**

**G.** By consensus, item G on hold until JK arrives.

**H. Resolution 15-26.** The Board resolves for the purpose of funding to treat our numbered-trees as common-area assets by incorporating them in our reserve study and fund tree replacements from our reserve funds. SH moved, MC seconded. After discussion, JA called for the vote. **Passed 6-1-1.** (Nay: BG, Abstain: JA)

**I. Resolution 15-44.** Roof Cleaning. Approval of Modification Change Order 2015-1 to the contract with Tri-County Power Washing dated January 26, 2011, modification to clean out and remove all debris and any obstructions from roofs, gutters and downspouts to all buildings on the property at a cost of \$10,500 to be allocated to the GL account # 63190 Roofing/ Cleaning/ Maintenance/ Repair. After discussion of weather and other considerations, **Withdrawn.** NM moved that this preventive maintenance item be moved to the September Board meeting. EM seconded. Item will be considered for bid. **Passed 7-0-1.** (Abstain: JA). **Action Item.**

JK arrived at 7.45 pm.

**G. Resolution 15-55.** Bylaws article VII on committees is hereby revoked and replaced by the new article VII. The revocation and new enactment will both become effective on June 1, 2015. Committee attendance prior to the effective date will count towards the three-meeting requirement provided that attendance occurred within nine months before the person seeks appointment. Committee chairs must submit to the board by June 1, 2015, a list of all persons eligible to become committee members. BG moved, CJ seconded. After discussion, **Passed 8-0-1.** (Abstain: JA).

**J. Resolution 15-46.** Sewer Inspections Courts 4,5,8,9 & 10. After review of two proposals for camera inspections, JK moved that the Manager accept a contract with Plotke with the Manager's scope of work and Plotke's price. BG seconded. **Failed 4-4-1.** (Yea: SH, JK, BG, MC; Nay: EM, NM, CJ, LF; Abstain: JA). EM then moved that the Manager prepare a 'Time and Materials' Request for Proposals (RFP) to repair the sewers in Courts 4 and 5, as well as for 8, 9, and 10, with the assumption that the total will be about half the amount needed for total replacement of those sewers. LF seconded. **Passed 5-3-1.** (Yea: EM, NM, MC, LF, CJ; Nay: SH, BG, JK; Abstain: JA). **Action Item.**

**K. Resolution 15-47.** Board to determine a method/procedure to retain the services of an arborist. SH moved to form an ad hoc committee with directors JA and MC, and homeowners Mickey Fielding, Jeffrey Mintz and Gordon Brooks to review proposals and make recommendation of the two top candidates at the June Board Meeting. LF seconded. **Passed 9-0. Action Item JA/MC.**

**L.** Motion to accept the proposed diagramed locations to plant five replacement trees - an Oak in the Main Green and four Brazilian Peppers (two in Garden Court 9/10, one in the East Green, and one just off the West Green). JA moved, LF seconded. After discussion, **Passed. 8-1-0.** (Nay: BG).

**L2. Resolution 15-58.** JA moved to create an ad hoc yard sale committee with event guidelines and regulations. Homeowner Bill Beemer will organize and recruit volunteers to assist. SH seconded. **Passed 9-0.**

**M. Resolution 15-54.** Appoint Lucy Fried, a Director, to act as the Board Representative to the Landscape Committee Walk Arounds. JK moved, SH seconded. **Passed 7-2.** (Nay: EM, NM).

**N. Resolution 15-51.** The Board appoints an ad hoc committee of CJ, JA and homeowner Mickey Fielding to coordinate i. obtaining 200 free water saving devices (aerators and showerheads) from LADWP, additional devices if interest is expressed, ii., distribute fliers to via court council and laundry rooms announcing availability and benefits, iii, distribute devices by leaving them and a clipboard sheet in the front office lobby for collection during office hours. CJ moved, SH seconded. **Passed 9-0. Action Item CJ/JA.**

**O. Resolution 15-50.** Request the VG Office to provide more time, i.e., one month, to review contracts, change orders, and proposals over \$40,000 prior to the approval vote. SH moved, NM seconded. **Passed 8-0-1.** (Abstain: JA).

**P. Resolution 15-52.** The Board agrees to form an executive committee of CJ, LF and SH to oversee a redesign of the Village Green website using a website builder and hosting service with a budget cap of \$400. CJ moved, LF seconded. **Passed 9-0. Action Item CJ/LF/SH.**

**Q. Update:** BG and MC gave an update on contract with horticulturist. JA requested it be completed in two weeks. **Action Item BG/MC.**

**R. Landscape Architect Tabled.**

**S. Court Council Resolution 15-49.** Asked the Board to consider the enforcement or deletion of Article 15 Pets: Section 15.1 Pet Registration...and Section 15.3 Number and Size. After discussion, EM moved that the Board direct the office to review the pet rules with Public Security, Inc. and instruct them to cite violators when possible, including exceeding size and number limits. MC seconded. **Passed 5-2-2.** (Yea: EM, SH, RG, LF, MC; Nay: CJ, JK; Abstain: JA, NM). **Action Item.**

**T. Laundry Room Resolution. Tabled.**

## **5. DESIGN REVIEW RECOMMENDATIONS**

**A.** 5323 Install Flagstone in Patio. DRC in favor. JK moved to approve, LF seconded. **Passed 9-0.**

**B.** 5468 Laundry Room Remodel. DRC in favor. JK moved to approve, EM seconded. **Passed 8-1.** (Nay: BG).

## **6. CORRESPONDENCE – BOARD ACTION REQUESTED**

**A.** Bylaws Changes Comments. Noted during Business Item G

**B.** 5174 Interior Conditions Bldgs 8 & 14.

**C.** 5164.5 Building Color Ballot.

## **7. FINANCIAL REPORTS**

- A. Financial Statements - Reviewed and noted.
- B. Treasurer's Report - Reviewed and noted.
- C. Variance Report - Reviewed and noted.

## **8. MANAGER'S REPORT**

Reviewed and discussed, including the following items requiring further action:

- i. Buildings 8 & 14 cracks. By consensus, JA will reply to Unit 5174 owner. *Action Item JA.*
- ii. PF reported on a fire in laundry room 14 dryer. By consensus management will get a report on the incident from the Fire Marshall. *Action Item.*
- iii. PF will investigate bird nest incident from homeowner comments. *Action Item.*

## **9. COMMITTEE REPORTS**

Minutes and/or reports from the following committees were received and noted:

Budget and Finance  
Court Council  
Cultural Affairs  
Landscape Committee  
Safety Committee

## **10. OPERATIONAL REPORTS**

The following reports were received and noted:

Preventative Maintenance Calendar  
Parking Enforcement and Towing Summary  
Garage Rental Report  
Work Order Summary  
Security Reports  
SG gave a report on the Escort and Patrol transition to Public Security.  
LF will follow up on dead snake report with the office. *Action Item LF.*

## **11. INFORMATIONAL ITEMS**

- A. Record Requests– 1 received

## **12. MEETING ADJOURNED TO EXECUTIVE SESSION at 10.12pm**

During Executive Session on March 24<sup>th</sup>, 2015 the Board deliberated litigation, matters relating to violations, legal issues, payment of assessments and a judicial foreclosure action against APN# 5027-007-065.

Respectfully submitted,

Claire Joyce, Secretary