

THE VILLAGE GREEN OWNERS ASSOCIATION
Board of Directors Regular Open Meeting Minutes
Tuesday, October 27, 2015

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

ALSO PRESENT: Sherri Giles (SG), Interim General Manager

JA opened Homeowner Comments period at 7.00pm with 8 directors present. MC arrived at 7.11pm.

1. HOMEOWNER COMMENTS

- A. 5205 ½ Mr. Howell commented on Escort and Patrol; the Light Up the Green event; robberies and neighborhood watch.
- B. 5174 ½ Ms. Elliott commented on Airbnb, insurance and building contracts.
- C. 5146 Mr. Redman commented on personnel hiring, committees, the newsletter and tree trimming.
- D. 5422 Ms. Fielding commented on an ongoing drain situation and submitted a letter.
- E. 5424 Ms. Thompson commented on the operating budget.

2. CALL TO ORDER

JA called open session to order at 7.15pm with 9 directors present.

3. ADOPTION OF AGENDA: SH moved to adopt the agenda, JA seconded. **Passed 9-0.**

4. BUSINESS

A. Approval of regular open meeting minutes, Sept 29, 2015. JA moved to approve, CJ seconded. **Passed 9-0.**

B. Approval of special open meeting minutes, Oct 14, 2015. JA moved to approve, CJ seconded. **Passed 8-0-1.** (Abstain: BG).

C. November and December Board Meetings.

JA moved to change the regular November and December board meetings to November 17th and December 15th respectively. NM seconded. **Passed 9-0.**

D. Liens. None submitted.

E. Resolution 15-112. Roof Cleaning 2015.

After SG introduced the item, JA moved to approve 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 on all buildings on the property at a cost of \$10,500 to be allocated to GL account 63190 Roofing Cleaning/ Maintenance/ Repair. SH seconded. After discussion, **passed 8-0-1.** (Nay: LF).

F. Tree Planting Assist Resolution 15-113. Additional Coast Live Oak in Court 5/6.

JA moved to 1.approve replacing a second felled oak in garden court 5/6 with a Coast Live Oak to be

sited where the dead Silver Maple is now at a cost of \$375 and 2. Approve cost of removing the dead Silver Maple in court 5/6 of \$875. LF seconded. After discussion, JA accepted NM and SH amendments to attribute both costs to GL account 64170 (Planting – Replacement). **Passed 9-0.**

G. Tree Planting Assist Resolution 15-114. Proposal to complete planning trees for 2015 budget.

JA moved to approve a proposal of removing and replacing 14 sycamores; relocating a sycamore; replacing 11 olive trees and 3 oak trees. JK seconded. After discussion, JA **tabled** the item until November with a request for an actual estimate from Landcare, a map of the plan, warrantee information for purchased trees and further rationale for the proposal. **Action Item JA.**

H. Resolution 15-115 Laundry Room Proposals.

JK introduced several options received from current vendor WASH LLC for a new lease agreement with factors including signing bonus, type of payment, new or current machines and type of machine. JK moved to accept option B: Keep our current machines and take the \$64,500 signing bonus (in two installments). LF seconded. After extensive discussion of the various options, including other bids and community input, the question was called. **Failed 2-5-2.** (Yea: EM,JK; Nay: CJ, NM, MC, BG, LF; Abstain: JA,SH). MC moved to accept option J: Get new front loaders with credit card readers and take \$24,725 bonus). EM seconded. **Failed 3-3-3.** (Yea: EM, NM, MC; Nay: BG, LF, JK; Abstain: JA, SH, CJ). NM moved to survey the owners through court council regarding laundry preferences and to use the information to bid out to at least two vendors. SH seconded. **Passed 7-1-1.** (Nay: BG; Abstain: LF). NM/CJ will conduct the survey. **Action Item CJ/NM.**

I. Resolution 15-116. Approval of draft Operating Budget for 2016.

1. Delinquency allowance 43040, a contingency for the fact that the HOA does not collect all that is due. After discussion, SH proposed a reduction in this item from 2.5% to 1.5% of regular assessments. BG seconded. **Passed 9-0.**

2. Cultural Affairs Liaison JK noted that December 2016 will be the 75th anniversary of Village Green. The cultural affairs committee wants to hold a special event that would replace the holiday party (current budget \$700) and requests \$2,000 for a band. After discussion, NM moved to increase the holiday party budget by \$1,300, bringing the cultural affairs committee budget to \$8,425 (62110), JA seconded. **Passed 8-1-0.** (Nay: BG).

3. EM discussed accounting versus forecasting during budget planning.

4. SH noted GL account 63164 (Patio Tree Removal- Repairs) is being closed out and changed to 64220 (Patio Tree Removal).

5. SH moved that item, Sewers – DWP (63164) be reduced to \$92,107 in line with the reduction made for Water during the October 14th meeting due to the anomaly created by the well being down in 2015. This represents the same percentage reduction as Water. JK seconded. **Passed 7-2-0.** (Nay: BG, LF).

6. JA moved to include \$1500 for a landscape architect in Outside Services (61220). **Passed 8-0-1.** (Abstain: EM).

7. Following the Oct 14th meeting, SH moved to create a new reserve line item, 32220 Numbered Tree Replacement and to put \$10,000 in it. JK seconded. **Passed 8-0-1.** (Abstain:LF).

8. After deliberation and review of the draft operating budget for 2016 during the open special meeting on Oct 14, 2015 and board meeting on Oct 27, JK moved to approve the amended 2016

operating budget for TVGOA. CJ seconded. **Passed 9-0. Action Item.**

J. Discussion: Email Correspondence.

The directors reviewed the law regarding conducting business, meetings, votes and discussions over email, and discussed the challenges it creates.

5. DESIGN REVIEW RECOMMENDATIONS

A. 5539 – Wall Furnace. After discussion, JA moved to deny the request and advise that like for like replacement is possible without permit, high efficiency model is available if homeowner pays, more information including a sketch of location should be included in requests. SH seconded. **Passed 9-0.** SG will include rationale in letter. Liaison SH will give DRC information that like for like replacements are possible, ask them to inform petitioners and give other options on which furnaces work. **Action Items SG/SH.**

B. 5576 - TPR Valve Line. After discussion of whether like for like water heater requires permit, precedence and lack of cost in the petition, EM proposed sending the request back to the DRC asking for cost and verifying that a like for like replacement would require a permit. NM seconded. **Passed 9-0.**

C. 5572 – Tankless Water Heater. *Withdrawn by DRC chair per JA.*

6. CORRESPONDENCE – BOARD ACTION REQUESTED

A. 5175 – Unit Repairs. After discussion of correspondence and inspections, EM moved to deny the request for repairs at this time. CJ seconded. **Passed 8-0-1.** (Abstain: LF).

B. 5238 – Sewer Repairs. SG updated and will continue to work on the situation.

C. 5174 ½ - Sewer Repairs/logs/liens/budget. Noted.

7. FINANCIAL REPORTS

A. Financial Statements - Reviewed and noted. The quarterly report has been reviewed and signed by 5 directors. The remaining directors will review and sign.

B. Treasurer’s Report - Reviewed and noted.

C. Variance Report - Reviewed and noted.

8. MANAGER’S REPORT

Reviewed and discussed.

9. COMMITTEE REPORTS

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

Budget and finance; court council; landscape; safety; and the tree planting assist team.

The cultural affairs committee requests that the board consider celebrating Village Green’s 75th anniversary in December 2016.

10. OPERATIONAL REPORTS

The following reports were received and noted:

preventative maintenance calendar; parking enforcement and towing summary; garage rental report; work order summary; escort and patrol reports.

SG will follow up on work orders that do not have status field included. EM updated progress on ant poll and will continue to solicit responses. SG will reiterate that two security reports are not required for each incident.

LF raised concerns regarding escort and patrol officers' familiarity with the rules. SG has scheduled a meeting with supervisor for Wednesday and will follow up. *Action items SG.*

11. INFORMATION ITEMS

A. Record Requests– 0 received

12. MEETING ADJOURNED TO EXECUTIVE SESSION at 10.03pm by JA.

During Executive Session on Oct 14, 2015, the Board deliberated personnel matters.

The next regular open session meeting is scheduled for November 17, 2015.

Respectfully submitted,

Claire Joyce, Secretary