

**THE VILLAGE GREEN OWNERS ASSOCIATION**  
Board of Directors Regular Open Meeting Minutes  
Tuesday, February 23, 2016.

**DIRECTORS PRESENT:** Jerri Allyn (by phone) (JA), President; Joseph Khoury (JK), Vice President; Claire Joyce (CJ), Secretary; Ethan Markowitz (EM); Reuben Ginsburg (BG); Norma Miller (NM); Lucy Fried (LF); Anne McGinn (AMcG).

**EXCUSED:** Steve Haggerty (SH), Treasurer.

**ALSO PRESENT:** Sherri Giles (SG), Operations Manager

JK chaired the meeting and opened the homeowner comments period at 7.05pm with 7 directors present.

**1. HOMEOWNER COMMENTS**

**A. 5531.** Mr. S. Barkin, DRC member, commented on DRC and handbook policies and procedures regarding furnaces and flues. JK asked the comments be put in written form to the board. BG asked that 2015 liaison SH be asked about DRC concerns.

**B. 5581.** Mr. J. Bouchard, safety committee member, commented on the police appreciation agenda item.

**C. 5201½.** Mr. J. Howell, safety committee chair, commented on the police appreciation agenda item.

**D. 5174.** Ms. D. Elliot commented on the annual meeting, the CLR, and printing concerns.

**E. 5211.** Ms. C. Singleton reported on concerns raised at a coalition meeting of nine nearby HOAs and four block clubs. Ms. Singleton, budget and finance committee chair commented on a BF event request that was marked for discussion during committee reports.

**F.** Comments were read on behalf of Ms. M. Newkirk regarding water quality.

**G. 5461½.** Mr. J. Mintz commented on the tree planting assist team, the tree committee and requested reports. Item marked for discussion during committee reports.

**H. 5464½.** Ms. J. Metoyer was referred to executive session of violation/file appeals.

**2. CALL TO ORDER**

JK called open session to order at 7.29pm with 8 directors present.

**3. ADOPTION OF AGENDA:** LF moved to adopt the agenda, NM seconded. Reserves budget documents was marked for discussion during the treasurer's report. **Passed 8-0.**

**4. BUSINESS**

**A. Approval of Regular Open Meeting Minutes, Jan 26, 2016.** CJ moved to approve, LF seconded. **Passed 7-0.** (Abstain: AMcG).

**B. Annual Meeting Minutes, February 6, 2016.** Noted for inclusion in the 2017 annual membership meeting and voting. Board members can review for correction and contact CJ directly.

**C. Approval of Special Open Meeting Minutes, February 6, 2016.** LF moved to approve, CJ seconded. **Passed 8-0.**

#### **D. Liens.**

a. Resolution 16-09. JK moved to approve the recording of a lien against Assessor's Parcel Number 5025-012-001, NM seconded. **Passed 7-0-1.** (Abstain: AMcG).

#### **E. Resolution 16-10. 8" Sewer Line Repair.**

SG introduced the results and recommendations following a board approved camera investigation of problematic 8" sewer mainlines throughout the property as identified by VG management. EM moved to approve priority 1 identified work to facilitate discussion on whether it would be cost saving with crew currently onsite. LF seconded. After discussion of imminent problems, the inspection details, the reserves budget process and bidding out the work, LF moved to extend the discussion for 2 minutes. **Failed 3-5.** (Yea: LF,AMcG,BG; Nay:JA,CJ,NM,JK;EM). JK tabled the discussion and moved on. Item will be revisited at the reserves budget meeting. *Action item CJ/Agenda.*

#### **F. Resolution 16-11. Committee Liaison Appointments.**

After director discussion and by consensus, the board appointed the following directors as liaisons to the following committees:

Budget and Finance – EM.

Communications – LF.

Court Council – AMcG.

Cultural Affairs – JK.

Design Review – JA.

Landscape – LF.

Safety – NM.

Trees – SH.

New liaisons appointments will be noted in *Highlights* and individual liaisons will email committee chairs to notify them of their positions. *Action item LF/all liaisons.*

#### **G. Landscape Committee Resolution 16-12: 2016 Planting Recommendations.**

The landscape committee seeks approval for plantings near the clubhouse and on the patio side of buildings 8 and 14, recommended by consulting horticulturist Carol Bornstein. JK moved to approve the plantings recommended by the landscape committee as detailed in their proposal. LF seconded. **Passed 8-0.**

#### **H. Safety Committee Resolution 16-13: Police Appreciation Day.**

EM introduced the safety committee resolution seeking the endorsement of the VGOA and board participation in a Police Appreciation Day, May 20, 2016. Board participation will be limited to at least one board member to present awards during an event that should be limited to 11am to noon on May 20, 2016. The committee would also like to recognize the contributions of Public Security Inc., our new escort and patrol contractor. JK moved to approve the resolution, LF seconded. After discussion, including clarification that the city council would provide the award certificates, **passed 8-0.** Safety committee provided a detailed draft proposal of the day and will fund the event.

#### **I. Resolution 16-14: Mosquito Deterrent Measures.**

LF presented the resolution that the board agrees it is prudent to educate the community and make

certain changes to combat the presence and impact of harmful mosquitoes on the property and appoint an ad hoc committee of the landscape liaison and two others to implement. At this time, the main focus is to encourage removal of saucers under potted plants as these are prime mosquito breeding grounds when even small amounts of water collect in them. Immediate steps shall include: 1. a *Highlights* article and 2. A flyer on the clubhouse and laundry room doors, and 3. Replacement of the four large pots and saucers on the Rodeo side clubhouse steps with pots that have an internal water regulating system. The landscape liaison is directed to request a proposal from LandCare to that effect. CJ moved to approve, JK seconded. After discussion, LF accepted NM amendment to also work with the office and committee to instruct LandCare to remove standing water in common areas. The two unnamed members of the ad hoc committee were not yet confirmed. As amended, **passed 6-2.** (Nay:EM,NM).

Items J and K were discussed together.

**J. Landscape Committee Resolution 16-15: Well Useful Life.**

The landscape committee recommended that the board commission a study and report to determine the projected useful and continuing life of the VG well and the pertinent information required to inform a possible decision to drill a replacement well, including cost estimates. The committee recommends that such a study should be performed by an independent engineering firm or other unbiased expert.

**K. Landscape Committee Resolution 16-16: Water Rights at Village Green.**

The landscape committee recommended the board engage the services of a land use attorney or other water rights expert to investigate and report on the rights held by Village Green that allow legal access to the underground aquifer via the well on VG property, and on how these rights may change in the future, and what our options may be in that event. The committee further requests that if the VGOA already has any of the information requested, copies of same be made available to the landscape and tree committees as well as the directors, to assist in landscape and budgeting. BG moved to decline the water rights recommendation, NM seconded. After discussion of both resolutions, BG **withdrew** his motion. JK moved to discuss the topics at the reserves budget meeting, EM seconded. **Passed 8-0.** BG requested SG provide any additional information possible for the budget meeting. *Action Item SG/ CJ Agenda.*

**L. Resolution 16-17: Re-piping Building 74.**

JK introduced a proposal of options on how to handle Ms. DiGuillio's on-going water and pipe concerns, including putting building 74 in the list of buildings to be re-piped this year. Homeowner to replace kitchen sink faucet and the hot water heater at her expense. EM moved to defer the item to the reserves budget meeting, CJ seconded. EM accepted NM amendment to request inclusion of the proposal for re-doing the individual problematic unit from SG and the homeowner's proposal from Ms. DiGuillio. As amended, **passed 8-0.** *Action Item SG/ CJ Agenda.*

**5. DESIGN REVIEW RECOMMENDATIONS**

A. None

**6. CORRESPONDENCE – BOARD ACTION REQUESTED**

A. VG Yard Sale Event Schedule Request. JK moved to approve June 18, 2016 as the date for the VG Yard sale, LF seconded. **Passed 8-0.**

B. Manager Hiring Process. JA will draft a response to the homeowner which will be in the March

Board Packet. *Action item JA/CJ Agenda.*

**C.** VG Clubhouse Use Request. JK moved to approve the use of the clubhouse (fireside room) and waiving of the fee for a Pacific Region Oasis board meeting on March 8<sup>th</sup>, 2016 from 9-12. CJ seconded. **Passed 8-0.**

**D.** VG Clubhouse Use Request. JK moved to approve the request of the use of the fireside room every Thursday starting March 1, 2016 for a 12-step meeting of Overeaters Anonymous from 6.30-7.30pm. It has been cleared with committee chairs that meet on Thursdays. CJ seconded. **Passed 8-0.**

**E.** VG Financing/Sales Concerns. EM noted the only FHA loans do not get approval at VG since 2010. EM will draft a response for SG. *Action item EM.*

**F.** Clubhouse Wedding. JK asked SG to send the memorandum drafted by the office to the board to the homeowner. *Action Item SG.*

**G.** Dangerous Bicyclist et al. SG will reiterate to escort and patrol not to park in the red zone areas and review the bicycling rules. LF recommended that in future, storage containers not be positioned at the entrance to Village Green. JA will respond to the homeowner. *Action item SG/JA.*

## **7. FINANCIAL REPORTS**

**A.** Financial Statements - Reviewed and noted.

**B.** Treasurer's Report - Reviewed and noted.

**C.** Variance Report - Reviewed and noted.

**i.** NM noted utilities are \$10,000 over budget and due to autopay, invoices are not under director review. After discussion, SG will request that Ross Morgan, who handle the utilities bills, ask the utilities company to provide a consolidated summary of the charges and payments. *Action Item SG.*

**ii.** NM commented on financial records desirable for the reserves budget meeting on March 1 such as an update of the 11-year plan to include figures from projects completed and a re-forecasting of numbers. After discussion, including the time required to compile new information, JK moved the special reserves budget meeting be re-scheduled to March 8<sup>th</sup> at 7pm, pending the treasurer's availability. **Passed**, by consensus. SG will compile additional information. *Action Item SG.*

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

Reviewed and discussed.

**i.** SG added Russell Tyner's (architect for the building stabilization project) most recent report, received February 23 to the board packet. After discussion of some details of the report and the walk through, and precedent work done, NM moved to patch and repair current cracks in building 8 at a cost not to exceed \$500 per unit. JA seconded. **Passed 8-0.** Building 14 will be discussed at the reserves budget meeting. *Action Item CJ/Agenda.*

## **9. COMMITTEE REPORTS**

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

Budget and Finance; Court Council; Landscape Committee; Safety Committee; Updated 2016 Priorities and 2015 Deferred Duties and Projects, prepared by JA.

**i.** Following Mr. J. Mintz' statement during homeowner comments, after discussion, JK moved that members of the former tree planting assist team not report on the 2014 pilot scheme and can work through the re-established tree committee. NM seconded. **Passed 6-0-1.** (Yea: EM,NM,JK,BG,LF,CJ; Abstain:JA). AMcG temporarily absent.)

**ii.** JK moved to approve the request during homeowner comments from budget and finance committee chair Cynthia Singleton, for the use of the clubhouse for a meeting on earthquake information from a financial perspective. Meeting will be March 16, 2016 and have two speakers – a CEO from Cal Authority who is an insurance specialist and a representative from the USC Seismic

Center. CJ seconded. **Passed 7-0.** (AMcG temporarily absent).

**iii.** The landscape committee submitted their 2016 officers and eligible members for board approval.

**a.** JK moved to approve the following officers: Matt Redman, Co-chair; Chris Scornaienchi, Co-Chair; Genia Scornaienchi, Secretary. EM seconded. **Passed 6-0.** AMcG and LF temporarily absent).

**b.** JK moved to approve the following voting members: Wendell Conn, Georgia Lumpkin, Jeffrey Mintz, Teresa Thompson, Lisa Jeffrey, Jeff Clark. EM seconded. **Passed 8-0.**

## **10. OPERATIONAL REPORTS**

The following reports were received and noted:

Preventative Maintenance Calendar; Parking Enforcement Summary; Garage Rental Report; Work Order Summary; Escort and Patrol Reports.

## **11. INFORMATION ITEMS**

**A.** WRSSR – Summary of New Legislation. Noted.

**B.** Record requests – 5. Noted.

## **12. MEETING ADJOURNED TO EXECUTIVE SESSION** at 9.49pm by JK.

During executive session on January 26, 2016, the board deliberated personnel matters, litigation, matters relating to violations, legal issues, payment of assessments and approved proceeding with foreclosure on A.P.N 5025-012-044.

The next open session regular meeting is scheduled for March 22, 2016 at 7pm.

A special open session reserves budget meeting is scheduled for March 7, 2016 at 7pm.

Respectfully submitted,

Claire Joyce, Secretary