

THE VILLAGE GREEN OWNERS ASSOCIATION
Board of Directors Regular Open Meeting Minutes
Tuesday, November 15, 2016.

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

EXCUSED: Ethan Markowitz (EM); Anne McGinn (AMcG).

ALSO PRESENT: Sherri Giles (SG), Operations Manager; Martin Breit (MG), Facilities Engineer.

JA opened the homeowner comments period at 7pm with 5 directors present.

1. HOMEOWNER COMMENTS

- A. Mr Sepanta commented on his unit modification request.
- B. Ms. Singleton delivered the community outreach report and commented on an Airbnb rental.
- C. Ms. Elliot commented on wood in the trash areas and laundry issues.

2. CALL TO ORDER

JA called the meeting to order at 7.15pm with 6 directors present.

3. ADOPTION OF AGENDA: JA moved to adopt the agenda, LF seconded. After discussion, item 5E was moved to executive session for reasons of confidentiality, and item 5F (5400 Sepanta – Washer/Dryer Installation) was added to the agenda in design review, to allow update from last month’s decision on the matter. **As amended, passed 6-0.**

4. BUSINESS

A. Approval of Regular Open Meeting Minutes, October 25, 2016. JA moved to approve, JK seconded. **Passed 5-0-1.** (Abstain: NM).

B. Approval of Special Open Meeting Minutes, November 1, 2016. JA moved to approve, CJ seconded. Corrections: change ‘regular’ to ‘special’ to title; item 4B, change to “JK amended to instead approve \$700”. **As amended, passed 6-0.**

C. Resolution 16-96. Set Date for December Board Meeting.

JA moved to move the December 2016 to December 13th to accommodate the holiday schedule of residents, staff and directors. SH seconded. **Passed 5-0-1.** (Abstain: NM).

D. Liens.

a. Resolution 16-97. JK moved to approve the recording of a lien against Assessor’s Parcel Number, 5025-009-061, SH seconded. **Passed 6-0.**

E. Information Item: Election Calendar.

Reviewed and noted the Meet the Candidates event on January 17 needs to be added. **Action Item SG.**

F. Resolution 16-98. 2017 Operating Budget.

SH moved to approved the operating budget for 2017. LF seconded. **Passed 6-0.**

G. DRC Resolution: Escrow/DRC Cover Letter regarding the Mills Act.

JA introduced the documents and changed the item to an information and discussion item. After further consideration and information, the chair and liaison of the DRC intend to first develop the processes involved in working with the DRC and Mills act. Discussion included permit process, photographs of original interiors and length of the letters. *Action Item JA.*

H. Discussion Item: Process for Managing CLR and HSR.

Discussed with item G above.

I. Civil Code §5500 Quarterly Review (3rd Quarter).

Noted.

5. DESIGN REVIEW RECOMMENDATIONS

A. 5511 – Patio Door Replacement. DRC recommends approval. After review, JK moved to approve the request. JA seconded. **Passed 6-0.**

B. 5589 – Kitchen Remodel. DRC recommends approval with stipulations. After review and discussion including choice of cabinetry whether originals are present or not, the HSR language and precedence of city approval, JK moved to approve the DRC approval and stipulations outlined in their rationale, LF seconded. **Passed 6-0.**

C. 5248 – Kitchen/Bathroom/Service Porch Remodel. DRC recommended approval of service porch renovation, deferral of the kitchen remodel awaiting further information and owner deferred bathroom remodel. After consideration, SH moved to table approval and request more information on all requests. CJ seconded. **Passed 6-0.**

BG joined the meeting at 7.42pm.

D. 5164 – Washer/Dryer Installation. DRC recommended approval with stipulations under DRC Action. Discussion took place on moving to executive session to allow discussion of confidential circumstances. LF moved to approve the application, SH seconded. Discussion included reasonable request procedure, venting, precedence and changes in cabinetry. **Passed 4-3.** (Yea: JA,LF,SH,JK; Nay: CJ, NM, BG).

E. 5438 ½ - HVAC Installation. Moved to executive session due to allow discussion of confidential circumstances.

F. 5400 – Washer/Dryer Installation. Added to the agenda following homeowner comments and update from MB following his questions for the homeowner. Homeowner was present and provided his application from last month, answered questions. SH moved to approve the DRC recommendation to approve. JA seconded. **Passed 7-0.**

6. CORRESPONDENCE – BOARD ACTION REQUESTED

A. Mills Act Concerns. LF will respond. *Action Item LF.*

7. FINANCIAL REPORTS

A. Financial Statements - Reviewed and noted.

B. Treasurer’s Report - Reviewed and noted.

C. Variance Report – Reviewed. Noted that in future, the “YTD overall budget better by=...” will

not be included.

8. MANAGER'S REPORT

Reviewed and discussed. Additional items raised included the reasonable accommodation process, an update on the successful progress on a reported unit's plumbing problem from last month; feedback from the October enforcement committee on homeowners comprehending the process required to clear garage inspections and a request was made for the office to look again at the notice of hearing letter again for clarity. *Action Item SG.*

9. PRESIDENT'S REPORT

10. COMMITTEE REPORTS

Minutes and/or reports from the following committees were received and noted:
Budget and Finance; Court Council; Design Review; Landscape; and Community Outreach.

11. OPERATIONAL REPORTS

The following reports were received and noted:

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

12. INFORMATION ITEMS

A. Record Request. By consensus, homeowner will be informed this request is denied as it refers to privileged communication with the HOA attorneys. *Action Item SG.*

13. MEETING ADJOURNED TO EXECUTIVE SESSION at 8.45pm.

During executive session on October 25, 2016, the board deliberated personnel matters, litigation, matters relating to violations, legal issues, payment of assessments. The board agreed to proceed to foreclosure on Assessor's Parcel Number 5028-009-086.

During executive session on November 1, 2016, the board discussed the operating budget line items that related to confidential personnel matters.

The next open session board meeting is scheduled for December 13, 2016 at 7pm.

Respectfully submitted,

Claire Joyce, Secretary