

The Village Green Owners Association
Regular Open Board of Directors Meeting Minutes
5300 Rodeo Road, Clubhouse

Tuesday, July 24, 2018

DIRECTORS PRESENT: Jerri Allyn (JA), Cole Garrison (CG), Diann Dumas (DD), Haleh Shoa (HS), Cynthia Singleton (CS), Reuben Ginsburg (RG), Daniel Milner (DM)

DIRECTORS PRESENT ON PHONE: Steve Haggerty (SH)

DIRECTORS ABSENT: Joseph Khoury (JK)

ALSO PRESENT: Sherri Giles (SG), Martin Breit (MB)

1. HOMEOWNER COMMENTS:
 - a. Bene wanted to mention that all printed material can be supported via digital communication on the website
 - b. Jay Calhoun presented pictures of what happens when vendors drive on turf
 - c. Owner discussing her upcoming DRC application
 - d. Ms. Allyn apologizes to Martin about treating him aggressively about the electronic workorder system. Researching workshop for staff and owners for conflict resolution.
2. CALL TO ORDER FOR OPEN SESSION by JA at 7:10pm
3. ADOPTION OF AGENDA: The purpose of the agenda is to conduct regular association business. JA move to approve the agenda. DD seconded. Approved 7-0-0
4. BUSINESS
 - a. Approval of Regular Open Meeting Minutes, June 26, 2018. JA moved, DD seconded. 7-0-0.
 - b. Resolution #18-63 Liens # 5025-011-020 – CS read into the minutes. JA seconded. Passed 8-0-0
 - c. Resolution #18-64: Electric Service Survey. VGOA staff move forward with the Electrical Service Survey project and that staff return each month with a progress report on this project. RG suggests striking “Insurance”, “indemnity” and “Arbitration” from the cover letter. Project to be “high priority” instead of “urgent”. JA moved. SH seconded. Passed 8-0-0
 - d. Resolution #18-65 (option B) - The Landscape Committee requests that the Board approve a proposal for Landscape Architecture Services related to the writing of two RFPs - one for the design of the replacement irrigation system, and the other for landscape architecture design services related to the Court 9/10 landscape improvement project. JA moved. CG seconded. Passed 7-1-0

- i. Resolution #18-65 (Option C) JA moved. CG seconded. 8-0-0
 - e. Resolution #18-66 – Staff Project Document. The board of directors instructs our staff to produce a project schedule document displaying the timing and milestones of staff projects. The schedule document will be updated monthly and be included with the monthly Manager's Report. SH moved. JA seconded. Passed 5-3-0
 - f. Resolution #18-67 - Sub-committee to vet/recommend a DRC Consultant. Directors appoint Susan DiGuilio, Haleh Shoa, Cole Garrison to work with Allyn to vet three applicants; interview at least two; and recommend a DRC Consultant to the Board. CS recommends charging a modification fee. JA moved. CS seconded. Passed 8-0-0
 - g. Resolution #18-68 – Tree Trimming of Chinese Elms in All Garage Courts. Last month the Association spent \$4,560.00 to have the Chinese Elms trimmed in Court 10. \$55,500.00 for an additional 16 courts equates to \$3,468.75 per court, or a savings of \$1,091.25 per court. JA moved. HS seconded. Passed 8-0-0-
 - h. Resolution #18-69 – Concrete Ramps in Trash Areas so that residents are able to reach the larger trash bins. Budget code 32040 (Concrete walkways) JA moved. SH seconded. Passed 8-0-0
 - i. Resolution #18-70 – Acoustic Presentation at the Clubhouse for residents. Presenter to address floor impact noise. Ensure communication is clear that VGOA board of directors have not endorsing. Cost not to exceed \$300.
 - j. Resolution #18-71 – Landscape Vendor not performing up to par. Growth is being stripped away from the bottom part of vines and plants. This has left many vines on exposed stems. Giant shrubbery lollipop, mushroom and other unnatural shapes have been created. Passed 5-3-0
 - k. Resolution #18-72 – Dusk-to-Dawn lightbulbs for resident distribution. JA moved. DD seconded. Passed 8-0-0
 - l. Resolution #18-73 – Pet Survey via multiple platforms. DM and HS to work on distributing the Pet Survey via an electronic version. Not passed. 4-3-1 BG abstained
 - m. Discussion - Patio Tree Removal Procedure. Management to assess the health of trees in patios of buildings that are being painted.
5. DESIGN REVIEW RECOMMENDATIONS
- a. 5365 – (see page 110 + Susan's email)
 - i. Remove wall between kitchen/dining room with a soffit – Passed 5-2-1 CG abstained
 - ii. Kitchen. Passed 7-0-1 DM abstained
 - iii. Water Heater: below the fence line and no visible. Passed 8-0-0
 - iv. Bathroom floor: Passed 8-0-0
 - v. Bathroom remodel contingent upon medical accommodation. Passed 5-0-2 JA/DM abstained
 - vi. Washer/Dryer with sound pad. Passed 8-0-0

- vii. Hardwood Floor replacement. Passed 8-0-0
- viii.

6. CORRESPONDENCE – BOARD ACTION REQUESTED

- a. Water usage with inflatable pools. Pet policy enforcement. Parking lot overcrowded with new cars
- b. Resident expressing concern that insulation of walls is not necessary.

7. FINANCIAL REPORTS

- a. Financial Statements. Discussed.
- b. Treasurers Report. Discussed.
- c. Variance Report. Discussed

8. MANAGER'S REPORT.

- a. Work orders Can we use the information that we have entered into the system to communicate with residents at large? Are users able to change their own info if it's incorrect?
- b. Discussed whether we should enlist National Park Services

9. PRESIDENT'S REPORT

10. COMMITTEE REPORTS – Directors have all reviewed the committee reports

- a. Budget & Finance Committee: TBD, Chair; Daniel Millner, Liaison. June meeting notes enclosed.
- b. Communications: Colombene (Bene) Gorton, Chair; Lucy Fried, Secretary; Diann Dumas, Liaison. June meeting notes enclosed.
- c. Court Council, Nat Hutton: Chair; Regina Bryant, Co-chair; Kate Martin, Secretary; Cynthia Singleton, Liaison
- d. Cultural Affairs Committee: Allison Grover-Khoury, Chair, Liaison Joe Khoury. June meeting notes enclosed.
- e. Design Review Committee: Rotating Facilitator (in lieu of Chair), Liaison Haleh Shoa. June meeting notes enclosed.
- f. Landscape Committee: Chris Scornaienchi and Jeff Clark, Co-chairs; Lisa Jeffrey, Secretary; Cole Garrison, Liaison
- g. Safety Committee: Cynthia Cyrus, Chair; Ben Ginsburg, Liaison. June meeting notes enclosed.
- h. Tree Committee: Jeff Clark and Jeffrey Mintz, Co-chairs; Steve Haggerty, Liaison. June meeting notes enclosed.
 - i. Mickey Fielding and Debra Zeigler added as members. JA moved. BG seconded. Passed 8-0-0
- i. Ad Hoc Community Relations: Nat Hutton; Liaison Cynthia Singleton

11. OPERATION REPORTS

- a. Preventive Maintenance Calendar

- b. Parking Enforcement
- c. Garage Rental Report
- d. Work Order Summary
- e. Landscape Maintenance Report
- f. WASH Revenue History Summary
- g. Escort and Patrol Reports

12. INFORMATION ITEMS

- a. Records Request(s)

ADJOURNMENT TO EXECUTIVE SESSION at 10:10pm.

Haleh Shoa
VGOA Secretary