

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

Tuesday, October 23, 2018

DIRECTORS PRESENT: Jerri Allyn (JA), Cole Garrison (CG), Diann Dumas (DD), Haleh Shoa (HS), Reuben Ginsburg (RG), Daniel Milner (DM), Joseph Khoury (JK), Steve Haggerty (SH)

ABSENT: Cynthia Singleton (CS)

OFFICE MANAGEMENT PRESENT: Sherri Giles (SG), Martin Breit (MB)

1. HOMEOWNER COMMENTS:
 - 1.1. Mickey Fielding – asking VGOA to look into alternate methods of rodent control
 - 1.2. Lucy Fried – requesting contractors to sweep the roofs and not blow the roofs
2. CALL TO ORDER FOR OPEN SESSION by JA at 7:05pm
3. ADOPTION OF AGENDA: The purpose of the agenda is to conduct regular association business. JA move to approve the agenda. HS seconded. Approved 7-0. JK not present
4. BUSINESS
 - 4.1. Approval of Regular Open Meeting Minutes, September 25, 2018. JA moved, SH seconded. Passed 7-0-0. JK not yet present
 - 4.2. **RESOLUTION: 18-102 Reschedule November/December Regular Meetings.** November meeting: Tuesday November 13, 2018. December meeting: Tuesday, December 11, 2018. JA moved. DM seconded. Passed 7-0-0. JK not yet present
 - 4.3. **Resolution 18-103 Electrical Grid Survey:** Motion to hire Davidovich and Associates to perform electrical grid survey of existing conditions as requested in RFP compiled by Directors Steve Haggerty, Haleh Shoa and Cole Garrison. \$45,200 Budget code 32063 – Electric Infrastructure Upgrade. SH move to get more vendors. RG seconded. Tabled 8-0.
 - 4.4. **Resolution 18-104 Roof Cleaning.** Motion to approve Modification Change Order 2018-1 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 building on the property at a cost of \$11,000.00 to be allocated to GL account# 63190 Roofing Cleaning/Maintenance/Repair. SH moved. JA seconded. Passed 8-0
 - 4.5. **Resolution: 18-105 2018 Audit Contract:** Reviewed audit Contract dated October 17, 2018 with Creighton Tevlin, CPA to provide for the 2018 year-end audit, and federal and state tax return preparations, for The Village Green Owners Association, for the year-ended December 31, 2018 at an estimated cost of \$7,800.00 to be paid from Account Number: 61010 Audit/ Tax Expense. SH moved. DD seconded. Passed 8-0

- 4.6. **Resolution #18-106 Landscape Design RFP:** On October 11th, Landscape architect, Dave Larkins met with Sherri Giles, Martin Breit, Harold Graves, and Cole Garrison to review and discuss the RFP. Mr. Larkin's final version of the RFP incorporates input from that meeting. The final RFP has been reviewed and approved by the Landscape Committee and the Tree Committee. Expecting to get at least 3 bids. JA moved. CG seconded. Passed as amended 8-0-0
- 4.7. **Discussion: earthquake insurance quote:** JA moved to table to gather questions for agent. HS to gather all questions. HS seconded. Passed 7-1
- 4.8. **Resolution #18-107 Trim Trees Along the Curbs of Coliseum Street.** Manager to obtain a price quote for trimming trees along the curbs on Coliseum. Trees are blocking city lights along Coliseum Street, particularly along courts 4, 5 and 6. The lights illuminate the streets, but the sidewalks are dark. Sherri will proceed with getting a bid. CS will reach out to the city to see if they can do it. DD moved. SH seconded. Passed. 8-0
- 4.9. **Resolution #18-108 Elimination of Pet Registration Fee.** Board adopts a change to Handbook Rule 15.1 Pet Registration, by deleting the phrase "and a \$25 registration fee" from the last sentence of that section. Tabled.
- 4.10. **Resolution #18-109 Change in Handbook, Article 15, on Pets; Suppression of Floor Impact Noise.** Upper unit owners are responsible for installing carpeting or any type of sound barriers to protect downstairs neighbors from noise pollution caused by pets. RG moves all owners of pets on the 2nd floor be required to install floor covering with IIC55 mats. SH seconded. Was approved in principle. 6-2. Edited version will be submitted for November board meeting.
- 4.11. **Resolution #18-110 Pet Registration.** Addition to Handbook Pet rule section 15.1 on Pet Registration. The pet owner may be required to provide the Association with proof of current vaccinations for rabies and other diseases. Registration is not complete until the Association issues a letter of registration and a Village Green pet tag. The cost of the tag is to be paid by the pet owner. Discussed and tabled.
- 4.12. **Resolution #18-111.** Amend Handbook Pet Rules Section 15.3, amend to read: NUMBER, SIZE AND SPECIES LIMITED. Also, to include Farm animals are not allowed; venomous snakes and boa constrictors are not allowed. Tabled.
- 4.13. **Resolution #18-112 Amendment to Handbook Section 15.4 Reasonable Accommodation.** Add a sentence to this section as follows: "Any denial of service animal requests shall be subject to the Association's interactive process to determine facts and circumstances provided by the unit resident/owner requesting the accommodation." Tabled.
- 4.14. **Resolution #18-113 Change in Language to clarify Section 15.7 B of the Handbook; Section Deleted from 15.7 B and moved to 15.12.** Tabled.
- 4.15. **Resolution #18-114 Change in Language to Clarify Section 15.7 D of the Handbook.** Tabled.
- 4.16. **RESOLUTION: #18-115 Add wording to Section 15.7 D of the Handbook.** Wording to be updated to express where pets may be walked instead of where they're not allow to be walked. Tabled.

- 4.17. **Resolution #18-116 Change in Wording of Section 15.7 E of the Handbook. Section F added.** Clarifying owner's responsibility to pick up after pet, as well as. How they can enter the area. Tabled.
- 4.18. **RESOLUTION: #18-117 Change in Section 15.8 of the Handbook.** A pet must be housed inside the unit. A pet shall never be left alone in any patio or on any balcony. A Pet shall not be housed in a container, cage or pen or (pet) house in a patio or on any balcony. Tabled.
- 4.19. **RESOLUTION: #18-118 Change in Wording of Section 15.13 of the Handbook.** Prohibiting visitors with pets. Tabled.
- 4.20. **RESOLUTION: #18-119 Change in Handbook Section 15 Creating a Peer Review Committee.** The Association to establish a Peer Review Committee, to deal with owner-to-owner pet nuisance issues and pet violations in general, as an unofficial and separate committee from the enforcement committee. It will be an unofficial group, who will meet informally with neighbors who wish to complain of violations, without the confrontation of an official means of reporting. Likewise, the peer review group will meet informally with violators to attempt to gain compliance with rules without filing official complaints. The Board will establish the rules for such a committee and will appoint its members. It is recommended that peer review committee members also be pet owners. Tabled.
- 4.21. **RESOLUTION: #18-120 Change in Handbook Section 15: Addition of WAIVERS.** Allowing owners to ask for waivers on certain pet rules. Tabled.
- 4.22. **Discussion: Allowing 2 pets per household.** Many HOA's allow 2 pets per household. Tabled.
- 4.23. **Discussion: Doggy Happy Hour.** Discussed
- 4.24. **Discussion: Correcting False Statements in Results Pet Survey Document.**
- 4.25. **RESOLUTION #18-121 Contract Review for DRC Consultant Linda Pollari as well as proposed workflow.** \$4,600, not to exceed \$9,600, 66045 DRC Consultant & 41350 Other Income. JA moves. CG seconded. Passed 8-0
- 4.26. **RESOLUTION #18-122 Conflict Resolution Workshop.** \$1000. Budget Code Association Membership/ Meetings 61005. JA moves to have this workshop of up to 30 people max. HS seconded. Passed 8-0
- 4.27. **Discussion: Budget/Finance Committee Community Event on Saturday, November 10, 2018.** JK mentioned to talk about delinquency. JA mentioned to make it more about recruitment.
- 4.28. **RESOLUTION #18-123 Paint and Repair Maintenance on wooden, south-facing surfaces.** While there is \$35,000 allotted for garage painting in the 2018 budget, at this time it is still unspent while many garages are in deteriorated condition. Deferred to budget discussion
- 4.29. In September executive session, the board moved to foreclose on the following:
Parcel #5025-013-028
Parcel #5025-008-088
Parcel #5025-012-122
Parcel #5025-008-046

5. DESIGN REVIEW RECOMMENDATIONS

5.1. **5529 Full Remodel of Kitchen, adding ½ bath, upstairs remodel.** JA moved. HS seconded. HS moved. JA seconded. Passed 7-1

5.2. **5525 Wall Penetration.** Penetration will need to be sealed from the elements. Passed 8-0

6. CORRESPONDENCE – BOARD ACTION REQUESTED

6.1. Letter regarding parking sticker for tenant

6.2. (9) Letters in support of Doggy Happy Hour

7. FINANCIAL REPORTS

7.1. Financial Statements. Discussed.

7.2. Treasurers Report. Discussed.

7.3. Variance Report. Discussed

8. MANAGER'S REPORT

8.1. Re-piping for Buildings 69, 70, 71, 72 and 73 have been completed. This concludes the residential re-piping project for this year.

8.2. The painting of buildings 5, 9, 20, 30, 42 and 44A have been completed. Power washing and prep work on building 48 began on October 15th.

8.3. Carpentry repairs have been completed on buildings 5,9,20, 30, 42 and 44A. The carpentry repairs on building 48 began on October 19th.

8.4. Residential Insulation Project: Buildings 5, 9, 20, 30, 42, 44A and 48 have been completed. The project is running concurrently with the residential building painting and residential carpentry repairs projects. Insulation work on building 88 is scheduled to begin on October 31st

8.5. Electronic Work Order System: Management has been working with the technical staff of the Fluke Corporation and VGOA's IT. personnel to set up the log-on page for the electronic work order system on VGOA's web site. The technical challenges have been met and the onboarding process is once again proceeding.

8.6. Electric Grid Survey in Progress

8.7. Wall Repair Building 95: The wall repair on building 95 has been completed.

8.8. Garage Inspections: The first round of garage inspections has been completed. The second round of inspections for various violations will commence in early November.

8.9. Gas Company Repairs: On October 16, 2018, Southern California Gas Company, working with their sub-contractor Arizona Pipeline

8.10. Damage Fence/ Court 1: On October 2, 2018 a driver lost control of their vehicle on Sycamore St. and collided with the fence on the perimeter of Garage Court 1.

8.11. Irrigation RFP Process: The irrigation RFP has been sent out to six prospective bidders. Management will keep the Board of Directors apprised of developments at future meetings.

9. **PRESIDENT'S REPORT.** Completed DRC contract

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

- 10.1. Budget & Finance Committee: TBD, Chair; Daniel Millner, Liaison. September meeting notes enclosed.
- 10.2. Communications: Colombene (Bene) Gorton, Chair; Lucy Fried, Secretary; Diann Dumas, Liaison. June meeting notes enclosed.
- 10.3. Court Council, Nat Hutton: Chair; Regina Bryant, Co-chair; Kate Martin, Secretary; Cynthia Singleton, Liaison. September Minutes
- 10.4. Cultural Affairs Committee: Allison Grover-Khoury, Chair, Liaison Joe Khoury. September notes enclosed.
- 10.5. Design Review Committee: Rotating, Liaison Haleh Shoa. September meeting notes enclosed
- 10.6. Landscape Committee: Chris Scornaienchi and Jeff Clark, Co-chairs; Lisa Jeffrey, Secretary; Cole Garrison, Liaison
- 10.7. Safety Committee: Cynthia Cyrus, Chair; Ben Ginsburg, Liaison. September meeting notes enclosed
- 10.8. Tree Committee: Jeff Clark and Jeffrey Mintz, Co-chairs; Steve Haggerty, Liaison. October meeting notes enclosed
- 10.9. Ad Hoc Community Relations: Nat Hutton; Liaison Cynthia Singleton
- 10.10. Community report included from Cynthia Singleton
- 10.11. Pet Task Force

11. OPERATION REPORTS

- 11.1. Reviewed

ADJOURNMENT TO OPEN SESSION at 10:00pm.

Haleh Shoa