

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

Tuesday, February 26, 19, 2019

DIRECTORS PRESENT: Jerri Allyn (JA), Claire Knowton (CK), Haleh Shoa (HS), Chris Scornaienchi (CS2), Daniel Milner (DM), Steve Haggerty (SH), Cynthia Singleton (CS1), Joseph Khoury (JK), Cole Garrison (CG)

Absent:

Late Arrival:

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

1. HOMEOWNER COMMENTS:

- 1.1. 5235.5 Alfreda Masters – Cannot enter her unit when it rains due to her sidewalk. Letter in board packet.
- 1.2. 5189.5 Jolene Pellatt – Pet passed away in December, here to address 15.19 discriminates one group of people
- 1.3. 5349.5 Hirsch Kelp & Marissa – against the 15.19
- 1.4. 5306.5 Johnice Cox – against the 15.19
- 1.5. 5532 Jay Calhoun – tire marks of carts on the grass, especially when it rains
- 1.6. 5311.5 Karen Bragg – against the 15.19
- 1.7. 5581 Jim Bouchard – We have had many meetings regarding earthquake insurance and he’s looking for next steps on this issue
- 1.8. 5260.5 Leigh Dierck– against the 15.19
- 1.9. 5438.5 Stephen Wolf – against the 15.19
- 1.10. 5435.5 Petra Blum – against the 15.19
- 1.11. 5558 Manya Fox – against the 15.19
- 1.12. 5134.5 Justin Shahbaz – against the 15.19
- 1.13. 5282.5 DM Johnson – against the 15.19
- 1.14. 5417.5 Lucy Fried – speaking as editor of Highlights and talking about an error regarding the smoking resolution
- 1.15. 5176.5 Dawn – against the 15.19
- 1.16. 5134.5 Bibiana Maemer – against the 15.19
- 1.17. 5422 Mickey Fielding – against the 15.19, as well as turf driving
- 1.18. 5426.5 Debby Helf – against the 15.19
- 1.19. 5274 Diann Dumas – here to discuss her interaction with HOA managers who require floor covering for second floors.
- 1.20. Taylor McDaniel – against the 15.19
- 1.21. Kristin Laska – against the 15.19, against all pet rules
- 1.22. Leigh Gaston – turf destruction of grass, as well as – against the 15.19
- 1.23. Ben Gorton – against the 15.19

- 1.24. Ashley Fonderey – against the 15.19
 - 1.25. Kathy Day – against the 15.19. Was on the task force, but the rules didn't include what they had discussed
 - 1.26. Anne McGuinn – against the 15.19. The process is a big issue
2. CALL TO ORDER FOR OPEN SESSION by JA at 7:26pm
 3. ADOPTION OF AGENDA: The purpose of the agenda is to conduct regular association business. JA move to approve the agenda. JK seconded. DM proposed to move W before U and V/W/X/U/V to top of the agenda. CK seconded. Passed 9-0
 4. BUSINESS
 - 4.1. Approval of Minutes.
 - 4.1.1. December Minutes – JA moved. SH seconded. 7-0-2 CK/CS2 abstained
 - 4.1.2. January 22, 2019 Minutes – JA moved. SH seconded. 7-0-2 CK/CS2 abstained
 - 4.1.3. January 29, 2019 Minutes – JA moved. SH seconded. 7-0-2 CK/CS2 abstained
 - 4.2. Lien - none
 - 4.3. **Election Report** – Discussed. JK wants to inform the owners that their ballots were submitted incorrectly. Have the inspectors contact the owners to let them know. JK moved. CS seconded. Passed 9-0
 - 4.4. **Quarterly Compliance** – Majority of director signed 4th quarter compliance
 - 4.5. **RESOLUTION: 19-25 Remove section 15.19 from Proposed Handbook Changes.** DM moved. JK seconded. Passed 8-0-1 JA abstained
 - 4.6. **RESOLUTION: 19-26 Create Two New Committees.** The standing committee would be for pet advocates to continue community-building efforts. The new ad hoc committee would address noise concerns between units. This ad hoc committee would be estimated to last one year. Pet Committee 3-4-3 Failed CG/HS/SH abstained Noise level: Failed 0-7-2 CS2/CK abstained
 - 4.7. **RESOLUTION: 19-24 VG Handbook Rules Revisions** Adoption of proposed changes to the Village Green Handbook rules relating to garage inspections (article 6), the schedule of monetary penalties (article 18), garage access violations (article 19), and pets (article 15), and requests that the office provide written notice to the owners of these rule changes, including a complete copy of the revised rules, within 15 days after today's date.
 - 4.7.1. **Section 15:** JK moves not to make changes to section 15 at all. HS seconded. Passed 5-3-1 JA abstained
 - 4.7.2. **Section 19:** JK moves to add section regarding garage fines because it reflects negatively on our delinquency. HS seconded. CS2 wants to make sure lawyers are OK with lockout wording. Passed 9-0
 - 4.8. Resolution: Remove Section 15.19 from Proposed Handbook Changes – CK moves to remove this from agenda. HS seconded. Passed 8-1-0
 - 4.9. **Resolution 19-12 2019 Residential Buildings Painting:** Change order of original contract with Alex Painting to paint the exterior of residential buildings 6, 7, 13, 31, 52, 59, 71, 74, 81 and 87 at a total cost of \$204,810.00, to be charged to GL 32170 Painting

Residential. JA moved. SH seconded. Management to make sure to put in when the last time each building was painted. Passed 9-0

- 4.10. **Resolution 19-13 Residential Building - Carpentry Repairs** - awarding contract to Becker Enterprises to perform carpentry repairs to Residential buildings #6, #7, #13, #31, #52, #59, #71, #74, #81 and 87 at a cost of \$34,605.38, from GL account 32028. JA moved. SH seconded. Passed 9-0
- 4.11. **Resolution 19-14 Residential Building Insulation:** The Board of Directors voted last year to make the exterior insulation of residential buildings a component of the Residential Building Painting Project. Not to exceed \$144,952.00 from G.L.32095. JA moves. SH seconded. Passed 9-0
- 4.12. **RESOLUTION 19-15 Copper Re-pipe of Interior Domestic Water Lines:** Buildings: 68, 75, 76, 77, 78 and 95. Not to exceed \$195,630.00 From GL: 33020 Plumbing Interior Project - Special Assessment. JA moves. SH seconded. Passed 9-0
- 4.13. **Resolution 19-16 2019 Interior Re-piping:** Painting: Contract with Alex Painting to paint interiors elements of building(s) 68, 75, 76, 77, 78 and 95 after the interior re-piping of same, at a total cost of \$28,260.00 to be charged to GL 33020 - Plumbing Interior Project. JA moves. SH seconded. Passed 9-0
- 4.14. **Resolution 19-17 Interior Repairs for Units in Building 13 Due to Settling of Structure** Budget Account#: 33020 Plumbing Interior Project - Special Assessment at \$28,260.00. JA moves. SH seconded. Passed 9-0
- 4.15. **Resolution 19-18 Concrete Repairs:** Contract Troxler and Sons Construction, for concrete repairs to various areas. \$16,090.00 GL 63030 Concrete repairs. JA moves. SH seconded. Passed 9-0
- 4.16. **Discussion Flood Insurance:** Owners in buildings 26, 31, 32 and 74 have been affected by an increase of flood insurance from their lenders. JK moves to reimburse all owners that have submitted their flood insurance. HS seconded. CS1 wants to make sure that we get our reimbursement back from owners if FEMA gets settled. Passed 6-3-1 CK/DM/CS1 opposed.
- 4.17. **RESOLUTION: 19-19 Transfer access to C3 software** accounting information from previous treasurer to new treasurer. CK moves. JA seconded. Passed 9-0
- 4.18. **RESOLUTION: 19-20 All active contracts available** for board members review, and add them to the board room within 30 days of execution. CK moves. JA seconded. Passed 9-0
- 4.19. **RESOLUTION: 19-09 Request for New Garage Lighting.** No lighting on the south side of garage 159 in Court 5, facing Coliseum. \$630.00; Code: 63050 Electrical Maintenance. SH moved. JA seconded Passed 9-0
- 4.20. **RESOLUTION 19-21 Electrical Service Upgrade** The board agrees to have our staff move forward with the Electrical Service Upgrade project - Objective 1 (Investigate, Document, Identify Strategy), that this is a high-priority project, and that staff return each month with a progress report on this project. \$35,000 Code 32063 Electric Infrastructure Upgrade. SH moved. HS seconded. Passed 9-0
- 4.21. **RESOLUTION: 19-22 Exploring Common Area Photo-Voltaic Installation - Permit Office to Release Documents:** Provide Sun Works 1 year of electrical bills for all of our common areas meters, so that we can receive an estimate/feasibility study for

installing PV on our garages in order to supply renewable power for our common area uses and future car chargers. HS moved. JA seconded. Passed 8-0-1 DM abstained

- 4.22. **RESOLUTION 19-23 Fabrication and installation of Way-finding Signs** in each garage court so that visitors can better find units in each court. Not to exceed \$1900 Code 32000 General Reserves HS moved. SH seconded. Passed 9-0
- 4.23. **Discussion Landscape Damage by Utility Vehicles:** Discuss what management is proposing to fix this issue. Letters have been sent to employees, as well as our vendors.
- 4.24. **Discussion of Irrigation Design Follow Up:** The Landscape Committee would like the office to schedule meetings with the three Irrigation Design firm candidates who provided proposals. CK moves to allow the Landscape Committee to schedule meetings with vendor. DM seconded. Cole will be responsible for handling. Passed 9-0
- 4.25. **Discussion Court 9 & 10 Landscape Rehabilitation Design RFPs.** The Landscape Committee would like the office to offer an update on their progress in sending out additional RFPs for the Court 9&10 Landscape Rehabilitation Design. CK moves to allow the Landscape Committee to schedule meetings with vendor. DM seconded. Cole will be responsible for handling. Passed 9-0

5. DESIGN REVIEW RECOMMENDATIONS: NONE

6. CORRESPONDENCE – BOARD ACTION REQUESTED

- 6.1. Request to use Clubhouse for Block Club Meeting. JK moves to allow neighbors to use the Clubhouse. JA seconded. Passed 9-0
- 6.2. Request to use Clubhouse for Homeland LA, free of charge. JK moves to allow neighbors to use the Clubhouse. JA seconded. Passed 9-0
- 6.3. Letter in opposition of earthquake Insurance
- 6.4. Letter in favor of earthquake insurance
- 6.5. Letter regarding water leak in court 16 laundry room
- 6.6. Owner asking for clarity on maintenance staff entering courtyard. CG will respond to owner.

7. FINANCIAL REPORTS:

- 7.1. Financial Statements. Discussed.
- 7.2. Treasurers Report. Discussed. CK reviewed the new views and will be updating as she obtains more data.
- 7.3. Variance Report. Discussed.

8. MANAGER'S REPORT

- 8.1. Electronic Work Order System: All owners in Courts 1-7 who have opted in to utilize the system have received their log on credentials. Owners in Courts 1-7, who missed the deadline for returning the information sheet, can still opt in by submitting the information with the roll out of the next scheduled courts. The residents in Courts 8, 9 and 10 were notified of the roll. Management will send out their log on credentials and continue with on-boarding the remaining courts systematically in numerical sequence.

- 8.2. Electrical Grid Survey: Management has received a proposal for the electrical grid survey and Management believes it merits Board consideration. In addition, Director Haggerty has written a new Electrical Grid Survey RFP to be sent out to prospective bidders. See 4.2 RESOLUTION 19-21 Electrical Upgrade Resolution of these minutes.
- 8.3. Irrigation RFP Process: On January 29th management met with vendor to review proposals The Facilities Engineer is currently arrainging appointments and the Board of Directors will be kept apprised at future meetings.
- 8.4. Landscape RFP Process: Management previously solicited bids from five prospective firms for the landscape design renovation of Court 9. Only one bid was received. Representatives from two of the firms have declined to submit proposals.
- 8.5. The concrete repairs to sidewalks and walkways. Discussed
- 8.6. Residential Painting. Discussed
- 8.7. Residential Carpentry. Discussed
- 8.8. Residential Building Insulation. Discussed.
- 8.9. Residential Copper Re-piping. Discussed

9. PRESIDENT'S REPORT.

10. **COMMITTEE REPORTS** – Directors have all reviewed the committee reports. **CK moves to approve all** proposed officers. JK seconded. Passed 9-0. Nat Hutton asked for a strategic plan as well as an org chart.

- 10.1. Budget & Finance Committee NEW: Michael Schiavoni, Chair; Claire Knowlton, Liaison. December 2018 meeting notes enclosed.

- 10.1.1. VOTE

- 10.2. Communications: Colombene (Bene) Gorton, Chair; Lucy Fried, Secretary; Daniel Millner, Liaison. January 2019 Meeting Notes enclosed.

- 10.3. Court Council NEW, Nat Hutton: Chair; Regina Bryant: Vice chair; Kate Martin: Secretary; Cynthia Singleton: Liaison. January 2019 minutes enclosed.

- 10.3.1. VOTE

- 10.4. Cultural Affairs Committee: Allison Grover-Khoury, Chair, Liaison Joe Khoury. January minutes enclosed.

- 10.5. Design Review Committee NEW: Wendell Conn: Chair, Susan DiGiulio: Secretary, Liaison: Haleh Shoa. February Meeting Notes enclosed.

- 10.5.1. VOTE:

- 10.6. Landscape Committee NEW: Lisa Jeffrey/Jay Calhoun: Co-chairs; Teresa Thompson, Secretary; Cole Garrison, Liaison

- 10.6.1. VOTE:

- 10.7. Safety Committee NEW: Cynthia Cyrus, Chair; John Howell, Secretary, Steve Haggerty, Liaison. January Meeting Notes enclosed.

- 10.8. Tree Committee: No chair. Chris Scornaienchi, Liaison. Nothing submitted.

- 10.9. Ad Hoc Community Relations: Nat Hutton; Liaison Cynthia Singleton

- 10.9.1. Open House Fire Station 94 will be held on May 11th, 12:00 to 5:00, all public welcome, especially children.

10.9.2. Obama Blvd name change Scheduled for March 2019, specific date to be announced.

10.9.3. Community Recycling Clean Up Event March 23, 3800 Crenshaw Blvd, at the Sentinel Newspaper-lines start at Bronson & Coliseum, can drop off all Hazardous Waste, Electronics, Medications, Syringes, etc

10.10. Pet Task Force

11. OPERATION REPORTS – reviewed and discussed

- 11.1. Campus-wide Tree Action Item
- 11.2. Preventive Maintenance Calendar
- 11.3. Parking Enforcement
- 11.4. Monthly Status report
- 11.5. Work Order Summary
- 11.6. Landscape Maintenance Report
- 11.7. WASH Revenue History Summary
- 11.8. Escort and Patrol Reports

ADJOURNMENT TO EXECUTIVE SESSION at 10:26pm.

Haleh Shoa