

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

Tuesday, July 23, 2019

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

Absent: Steve Haggerty (SH) late drop off 8:32pm

Late Arrival:

Visitor: Kamani Black made a presentation and provided community update

OFFICE MANAGEMENT PRESENT: Sherri Giles (SG)

1. HOMEOWNER COMMENTS:

- 1.1. 5520 Joan Anglin – reconsider the earthquake insurance
- 1.2. 5186.5 Margarat Hart – WASH laundry system issues not working with credit card swipe. She would like repair notice to be posted on the machines.
- 1.3. 5331.5 Karen Bragg – Reporting water leak in court 14 backside since May 2019. Concern that it might damage the sycamore tree as well as mosquito farm. The hole is now covered with plywood. None of the three work orders submitted by Karen/Lloyd Bragg showed up in May or June's work order report.
- 1.4. 5417.5 Lucy Fried – Urge our staff to expedite communication on new work order system. Wish Jerri happy journey moving forward.
- 1.5. 5174.5 Dawn McCrory – Laundry system defunct
- 1.6. 5559 Nat Hutton – On 7/11 he received a call from Katherine Carr who feel and wasn't able to get up. She's now in rehab.
- 1.7. Ricky Hendrix – Wants to understand the next steps in obtaining earthquake insurance
- 1.8. 5118 Joe Khoury – Wants to thank Jerri for putting the spirit of service
- 1.9. 5384 Haleh Shoa – Wanted to reiterate the importance of CERT training.

2. CALL TO ORDER FOR OPEN SESSION by JA at 7:47 pm

3. ADOPTION OF AGENDA: The purpose of the agenda is to conduct regular association business. JA moves to approve the agenda. HS seconded. 9-0

4. BUSINESS

- 4.1. Adoption of the Agenda. JA moved. CS1 seconded. Adding landscape Passed 9-0
- 4.2. Approval of June Minutes. JA moved. CK seconded. Tables for amendments
- 4.3. RESOLUTION 19-53/54/55: JK read these Liens into the minutes. JA seconded. Passed 9-0

- 4.3.1. Assessor's Parcel Number(s), 5025- 011-058
- 4.3.2. Assessor's Parcel Number(s), 5025- 009-112
- 4.3.3. Assessor's Parcel Number(s), 5025-009-042
- 4.4. RESOLUTION 19-56 Method of Filling Board Member Vacancy. Suggestion to invite the community to apply to the board in the August meeting. Passed 6-1-2 SH opposed. HS/DM abstained
- 4.5. RESOLUTION 19-57 Method of Filling Board Member Vacancy. Suggestion to fill vacancy with previous board candidate who did not win. Withdrawn
- 4.6. DISCUSSION Patio Tree Removal. Received feedback from 8 of 19 owners whose trees have been slated to be removed. Management is seeking boards advise on how to move forward. JK moves to approve the list of trees to be removed. CK seconded. Passed 6-2-1 JA/SH apposed. CS1 abstained.
- 4.7. RESOLUTION 19-58 Aspire Conflict Resolution Workshop for VGOA committee chairs and members. Offer up to 20 Committee Chairs and involved committee members to attend this workshop in March 2020. Costs not to exceed \$1500. CODE 61005. JA moved. HS seconded. Passed 9-0
- 4.8. RESOLUTION 19-59 DRC Process & Forms. New process to allow owners and office to work more efficiently. New forms to help process run smoother. Also inform all owners of this new change. CK moves. CS2 seconded. Passed 8-0 SH dropped off.
- 4.9. RESOLUTION 19-60. Amend the Village Green Handbook Article 9 –Architectural Guidelines 9.7 Patios by adding the following. When installed per the proposed design guidelines, trellises will not damage or affect the structural integrity of existing fences or walls, and they will be easy to remove by the current or subsequent owner. Passed 6-1-1 DM opposed. JA abstained.
 - 4.9.1. E. Self-supporting trellises up to 7' tall, that are constructed with minimum 50% open wrought iron grillwork, wood lattice, or some other lightweight, non-masonry/concrete material, are allowed on patios provided that they are removable, maintained in good condition and do no unreasonably impede access to Common Areas, plumbing pies and electrical service boxes. Trellises may not project outside the fence line of the patio in which they are located.
- 4.10. RESOLUTION 19-61. Communication Committee Mission Statement. We want to acknowledging our primary current channels of communication while opening possibilities for additional ways of informing and engaging the community. DM moved. CK seconded. 8-0
- 4.11. RESOLUTION 19-62. Approve new member for Budget & Finance, according to Article 7, sec B. CK moved. CS1 seconded. Approved 8-0
- 4.12. Landscape Design Review Resolution. Not to exceed \$57,000. Passed 8-0
- 4.13. Memo to review Q2 financial statements

5. DESIGN REVIEW RECOMMENDATIONS: None

6. CORRESPONDENCE – BOARD ACTION REQUESTED

- 6.1. AT&T phone line repairs – Approved by consensus 8-0
- 6.2. Insulation Exclusion – Passed 5-2-1 DM opposed. HS/CS1 abstained.

- 6.3. Plumbing concerns. Being resolved by VG management.
- 6.4. Mosquito concerns. Increasing dosage from 1 pellet to 2 pellets. Contacted city to see if we can drain the pipes more often, as well as the sewer department.
- 6.5. Yoga in the clubhouse – VG residence only, no outside residence, no donations accepted. Passed 8-0
- 6.6. AC mini-split

7. FINANCIAL REPORTS:

- 7.1. Financial Statements. Discussed.
- 7.2. Treasurers Report. Discussed.
- 7.3. Variance Report. Discussed.

8. MANAGER'S REPORT

- 8.1. Residential Re-Piping Project: The re-piping of Buildings 68 and 75 has been completed. The project moves on to Building 76, West Circle, on August 5. Four buildings remain; 76, 77, 78 and 95. The project is scheduled to conclude in November.
- 8.2. Residential Building Painting: The painting of Buildings 6, 7, and 13 has been completed. Power washing and prep work began on Building 31 on June 27, 2019. Work is scheduled to begin on Building 52 on July 25th. Ten buildings were approved for repainting in 2019 and the project is forecast to run through mid-January of 2020.
- 8.3. Residential Carpentry Repairs, same as above
- 8.4. Residential Insulation Project: Buildings 6 and 7 have been completed. The project is running concurrent with the residential building painting and residential carpentry repairs projects.
- 8.5. Electrical Upgrade Project: Requests for Proposals (RFP's) were sent to twelve electrical engineering firms. We have now received proposals from two (Davidovich & Associates and Triplex Electric).
- 8.6. Filming in front of Clubhouse. Filming date is Thursday, September 5th, though they will need to prep on Wednesday, September 4th and breakdown on Friday, September 6th.
- 8.7. Patio Gate Locks. The maintenance team is currently identifying all patio gates locks that are currently not keyed to our master set.
- 8.8. Weekly Laundry Inspection. Ongoing
- 8.9. Laundry Room Safety. Fire Extinguisher Arrows have been mounted above all fire extinguishers. All water heaters have now been strapped to the wall in all laundry rooms (earthquake safety)
- 8.10. Laundry Room Signs.

9. COMMITTEE REPORTS –

- 9.1. Budget & Finance Committee NEW: Michael Schiavoni, Chair; Claire Knowlton, Liaison. June 2019 meeting notes enclosed
- 9.2. Communications: Colombene (Bene) Gorton, Chair; Lucy Fried, Editor; Daniel Millner, Liaison/Secretary. June meeting notes enclosed.
- 9.3. Court Council NEW, Nat Hutton: Chair; Regina Bryant: Vice chair; Kate Martin: Secretary; Cynthia Singleton: Liaison. June meeting notes enclosed.

- 9.4. Cultural Affairs Committee: Allison Grover-Khoury, Chair, Liaison Joe Khoury.
- 9.5. Design Review Committee: Wendell Conn: Chair, Susan DiGiulio: Secretary, Liaison: Haleh Shoa. June & July notes enclosed
- 9.6. Landscape NEW: Lisa Jeffrey/Jay Calhoun: Co-chairs; Teresa Thompson, Secretary; Cole Garrison, Landscape Liaison.
- 9.7. Tree Committee: Chris Scornaienchi, Tree Liaison.
- 9.8. Safety Committee NEW: Cynthia Cyrus, Chair; John Howell, Secretary, Steve Haggerty, Liaison.
- 9.9. Ad Hoc Community Relations: Nat Hutton; Liaison Cynthia Singleton.

10. OPERATION REPORTS – reviewed and discussed

- 10.1. During our July campus-wide walk-through, In our July campus-wide walk-through, we noted one tree that requires pruning and four trees that will need to be removed and replaced. Based on a motion made June 2019, when arborist report recommends a replacement for a removal tree, that the office will move forward to make that replacement happen.
- 10.2. Preventive Maintenance Calendar
- 10.3. Parking Enforcement Report
- 10.4. Monthly Status report
- 10.5. Work Order Summary Landscape Maintenance Report
- 10.6. WASH Revenue History Summary
- 10.7. Escort and Patrol Reports

ADJOURNMENT TO EXECUTIVE SESSION at 10:11pm.

Haleh Shoa