

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

Tuesday, October 22, 2019

DIRECTORS PRESENT: Claire Knowlton (CK), Chris Scornaienchi (CS2), Joseph Khoury (JK), Cole Garrison (CG), Steve Haggerty (SH)

Absent: Daniel Milner (DM), Cynthia Singleton (CS1)

Late Arrival: Haleh Shoa (HS) arrived at 8:30pm

OFFICE MANAGEMENT PRESENT: Sherri Giles (SG)

1. HOMEOWNER COMMENTS:

- 1.1. 5216 Matt Barr
- 1.2. 5532 Jay Calhoun
- 1.3. 5118 Allison Grover Khoury
- 1.4. 5174 ½ Dawn McCrory
- 1.5. 5417 ½ Lucy Fried
- 1.6. 5536 Al Sims

2. CALL TO ORDER FOR OPEN SESSION by JK at 7:39 pm

3. ADOPTION OF AGENDA: The purpose of the agenda is to conduct regular association business. JK moves to approve the agenda. SH seconded. 5-0.

4. BUSINESS

- 4.1. Approval of September Minutes. JK moved. SH seconded. Passed 5-0-3
- 4.2. RESOLUTION 19-82. November board meeting to be held on Tuesday Nov 12 and December's meeting to be held on Dec 10. JK moved. SH seconded. Passed 5-0-3
- 4.3. RESOLUTION 19-83. Audit Contract. Section 5.11 of the Association's Covenants, Conditions and Restrictions states "The BOARD shall cause the books and records of the Association to be audited each year by an outside, independent firm of certified public accountants and shall furnish each member with a copy of financial statements of the Association certified by such firm promptly following the completion of the audit. JK moved. SH seconded. Passed 5-0-3
- 4.4. RESOLUTION 19-84. Roof Cleaning. Tri-County Power Washing dated 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. JK moved. SH seconded. Passed 5-0-3
- 4.5. RESOLUTION 19-85. Storm Draining Cleaning. L.A. Plumbing to clean out and remove obstructions from 22 storm drains in 17 garage courts at a cost of \$9,750.00. GL 63170 Plumbing Repairs Sewer. JK moved. SH seconded. Passed 5-0-3

- 4.6. RESOLUTION 19-86. Presentation by Empowerment Congress Land Use at the November meeting. JK moved. SH seconded. Passed 5-0-3
- 4.7. RESOLUTION 19-87. Irrigation Contract. Reduced scope of work to design in (9) phases. This will cover phase one. Reduced from \$38,800 to \$16,600 + \$175/hr for Construction Administration as needed. **NEED BUDGET CODE** JK moved. SH seconded. Passed 5-0-3
- 4.8. RESOLUTION 19-88. Electrical Vendor S3 Builder to conduct 16-week survey to research documentation of existing conditions and new requirements to complete phase 1 of a 3-phase process. Upon completion they will deliver schematic diagram, as-built drawing of current conditions, single-line diagram of upgrade approach. \$68,900. 32063 Electric Infrastructure Upgrade. JK moved. SH seconded. Passed 5-0-3
- 4.9. RESOLUTION 19-89. 2020 Operating Budget and 2020 Reserve Spending Plan. CK moved. CG seconded. Passed 5-0-3
- 4.10. DISCUSSION New Election Law Legislation – SB 323. Directors will review the rules and send questions to SG. She will forward to the lawyers if needed. We will review the resolution in the November 2019 meeting.
- 4.11. RESOLUTION 19-90 Building 8 Landscape Repair. Repair failed drip irrigation system with oversight by Atomic Irrigation and update planting plan with Melinda Taylor. \$28,000. 64170 Planting Replacement \$12,000. 64090 Irrigation Repair \$10,000. 32110 Irrigation Reserves \$6,000. CG moved. CS2 seconded. CG will get more information and come back next month. Resolution rescinded.
- 4.12. RESOLUTION 19-91 Shade Tree Project Phase 3. Plant 48 trees near units receiving direct sun during peak daytime hours. Phase 3 applies to courts 13-17. \$23,660. 64200 - Tree Care Budget 2019. CS2 moved. SH seconded. Passed 6-0-2
- 4.13. RESOLUTION 19-92 New Tree Mulch Proposal. Install (15) yards of Forest Floor Mulch to all newly planted trees. The horticulturist and arborist have stated that putting mulch around newly planted trees is good for their early and long-term health. \$1,175 CODE 64120. JK moved. SH seconded. Passed 5-0-3
- 4.14. RESOLUTION 19-93 Trim bushes to clear sidewalks for carts and safety. Resolution rescinded.
- 4.15. RESOLUTION 19-94 Update to Parking Enforcement Process to improve efficiency, collection of payments, and overall experience with the parking enforcement process, and to alleviate the burdens this process currently places on residents, the office as well as directors. CK moved. HS seconded. Passed 4-1-2 SH opposed.
- 4.16. RESOLUTION 19-95 Handbook Parking Revisions Section 6.2 Header to read: RESIDENT ONLY PARKING PERMIT. JK moved. SH seconded. Passed 5-0-3
- 4.17. RESOLUTION 19-96 Correct the history portion of Handbook to acknowledge Tongva people as the indigenous inhabitants in this area. CK moved. JK seconded. Passed 4-1-2 SH opposed
- 4.18. RESOLUTION 19-97. Change our light gray building color from “Gray Pearl” to “Play on Gray” because the latter fits our color pallet better. JK moved. SH seconded. Passed 5-0-3
- 4.19. Directors to review and sign 3rd quarter bank statements. Discussed.

5. DESIGN REVIEW RECOMMENDATIONS:

5.1. 5201 Bathroom Remodel – JK moved. SH seconded. Passed 5-0-3

6. CORRESPONDENCE – BOARD ACTION REQUESTED

6.1.1. Letter objecting new pet rule allowing (2) pets per household to discriminates against downstairs residents

6.1.2. Clubhouse usage on 11/7 for a shoot. CK moves that clubhouse can be used for the normal fee. HS seconded. Passed 5-0-1

6.1.3. Clubhouse usage on 12/14 to assemble food for homeless on skid row. Owner to leave cleaning deposit, which will be refunded if clubhouse is left clean.

6.1.4. Patio removal concern

6.1.5. Storm drain clean-up

6.1.6. Concern regarding dry bushes around court 16 garages

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, 75, 76 and 77 has now been completed. Building 78 is scheduled for completion on October 23rd. The project now moves to Building 95 in EC/WC beginning on November 4th. Building 95 is the final building in this year's re-pipe project.

8.2. Residential Building Painting: The painting of Buildings 6, 7, 13, 31, 52, 59 and 71 has now been completed. Power washing and prep work began at Building 74 on October 17th. Two buildings remain; 81 and 87. The project is scheduled to conclude in mid-January of 2020.

8.3. Residential Carpentry Repairs: The carpentry repairs are being completed, as the painting is performed on each selected building. Carpentry repairs began in Building 74 on October 17th.

8.4. Residential Insulation Project: The painting of Buildings 6, 7, 13, 31, 52, 59 and 71 has now been completed. This project runs concurrently with the residential building painting and residential carpentry repairs projects.

8.5. Annual Garage Inspections: The first round of garage inspections was completed on October 11th. The second round of inspections for various violations will commence in early November.

8.6. Garage Restoration: Garage restoration (painting, carpentry repairs and fumigation) in Courts WC, EC & 16 are being implemented successfully.

8.7. Concrete repairs for two patios, two garage foundations and selected sidewalks. A proposal from the concrete contractor will be presented to the Board at the November meeting.

8.8. Filming Crew Food Station: The filming of scenes for TV's "Winslow" continues

8.9. Annual Roof Cleaning - scheduled to commence the week of December 9th

9. COMMITTEE REPORTS –

- 9.1. Budget & Finance Committee NEW: Michael Schiavoni, Chair; Claire Knowlton, Liaison. September 2019 meeting notes enclosed
- 9.2. Communications: Colombene (Bene) Gorton, Chair; Lucy Fried, Editor; Daniel Millner, Liaison/Secretary. August & September minutes enclosed.
- 9.3. Court Council NEW, Nat Hutton: Chair; Regina Bryant: Vice chair; Kate Martin: Secretary; Cynthia Singleton: Liaison.
- 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.
- 9.6. Landscape: Lisa Jeffrey/Jay Calhoun: Co-chairs; Teresa Thompson, Secretary; Cole Garrison, Landscape Liaison.
- 9.7. Tree Committee: Chris Scornaienchi, Tree Liaison. Chair: Laura Civielo
- 9.8. Safety Committee: Cynthia Cyrus, Chair; John Howell, Secretary, Steve Haggerty, Liaison.
- 9.9. Ad Hoc Community Relations: Nat Hutton; Liaison Cynthia Singleton. There has been an increase in cell-phone snatching on trains as well as for pedestrians. Vacant properties are being targeted. City Council signed a bill to ban all menthol cigarettes as well as flavored vape pens. LA city limit have 30 days to clear shelves and LA county have 120 days.

10. OPERATION REPORTS – reviewed and discussed

- 10.1. Preventive Maintenance Calendar
- 10.2. Parking Enforcement Report
- 10.3. Garage Rental Report
- 10.4. Work Order Summary Landscape Maintenance Report
- 10.5. Landscape Maintenance Report
- 10.6. WASH Revenue History Summary
- 10.7. Escort and Patrol Reports

ADJOURNMENT TO EXECUTIVE SESSION at 9:51pm.

Haleh Shoa