

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

Tuesday, January 28, 2020

DIRECTORS PRESENT: Claire Knowlton (CK), Chris Scornaienchi (CS2), Joseph Khoury (JK), Cole Garrison (CG), Steve Haggerty (SH), Daniel Milner (DM), Cynthia Singleton (CS1)

OFFICE MANAGEMENT PRESENT: Sherri Giles (SG)

1. HOMEOWNER COMMENTS:
 - 1.1. 5549 Nat Hutton stated that the figure on Scott Litman's letter may be wrong and that it seemed like a solicitation letter
 - 1.2. 5386 Bernie Altman believes that flood insurance that each individual owner is being charged should be paid for the HOA
 - 1.3. 5390 Gordon Brooks echoes Bernie's sentiment above
 - 1.4. 5174.5 Dawn wants a new vendor for the washing machine company because she feels that the one in court 2 is often not functioning. BOD's responded that she can use another court's machines
2. CALL TO ORDER FOR OPEN SESSION by JK at 7:10 pm
3. CONSENT AGENDA: Passed 8-0
 - 3.1. Approval of Regular Open Meeting Minutes, December 10, 2020
 - 3.2. Resolution: Amend 2020 Insurance Package Budget
 - 3.3. Resolution: Appointment of Inspectors of the Elections
 - 3.4. Resolution: Request Court Council to Organize Meet the Candidates
 - 3.5. Resolution: Emergency Preparedness Programming for VG Community
 - 3.6. Resolution: Plant Replacement Process
 - 3.7. 5524 Kitchen/Closet Remodel
 - 3.8. 5524 Hallway Structure
4. BUSINESS
 - 4.1. Approval of December Minutes. Approved via consent agenda. Passed by consent agenda.
 - 4.2. Resolution 20-01 Lien for Assessor Parcel Number 5025- 007-021. CS1 want the minutes to show that the lien amount shown including charges that cannot be passed on a lien. Passed 6-2 CS1 and CK opposed
 - 4.3. Resolution 20-02 Amend 2020 Insurance Package Budget. Amend 2020 insurance package budget line item with an increase from \$132,569 to \$138,810.48 to reflect the actual price of insurance package selected at the December 2019 board meeting. Code 66090 - Insurance Package. Passed by consent agenda.

- 4.4. Discussion – Flood zone remapping. In the past year, we have been working with a consultancy to assess our flood zone mapping. There is no further action that can be taken on this initiative. Discussed.
- 4.5. Discussion – Flood Insurance Reimbursement. Board to decide whether or not to continue reimbursing owners for the FEMA-required flood insurance for a total of \$4,233.00. HS moves for the HOA to pay the owners' flood insurance and for office management to find to how other HOA's are paying for their flood insurance. Passed 6-1-1 CK opposes. JK abstains.
- 4.6. Resolution 20-03 Appointment of Inspectors of Election to appoint the following to serve as inspectors of election, effective immediately after the close of candidate nominations (provided that they do not become a candidate for the Board of Directors): Robert Creighton, Heide Oglesby, and Michael Schodorf, with Cynthia Cyrus to serve as an Alternate. Passed by consent agenda.
- 4.7. Resolution 20-04 Board to request Court Council Organize and Facilitate the Meet the Candidates Events for the 2020 Board Election on 4/7 & 4/11/2020. Passed by consent agenda.
- 4.8. Discussion 2020 Election Calendar. Meet the candidates on 4/7 & 4/11. Last day to submit ballots 4/24. Annual meeting 4/25. Passed by consent agenda.
- 4.9. Resolution 20-05 VG Handbook Rules Revisions. The Board approves the attached proposed changes to the Village Green Handbook rules relating to History (Article 1), Committees (Article 3), Parking (Article 6), Trellises (Article 9), Smoking (Article 14), Pets (Article 15), Garage Inspections (Article 19) and the updating of non-substantive language in the section: "Welcome to the Village Green." Further, the Board 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. Passed 8-0
 - 4.9.1. History revision – Passed 8-0
 - 4.9.2. Landscape revision – Passed 8-0
 - 4.9.3. Resident parking permits – Passed 8-0
 - 4.9.4. Trellis – DM explained that he reached out to LAOHR and department of conservancy to receive their feedback/approval regarding the trellis resolution. As a result we are placing this resolution on hold until next month once we determine how to communicate with LAOHR. CK moves to vote on 9.7 next month. Passed 6-2 HS/CG opposed
 - 4.9.5. No smoking . Comments 1 owner wrote about the validity of our no-smoking rules Passed 8-0
 - 4.9.6. Pet resolution. ~ 33 owners contesting the pet ruling, due to noise issues. CK mentioned that pets are only part of the noise issue. Passed 8-0
- 4.10. Resolution 20-06 Update the stated landscape committee purpose in the Village Green Handbook. Revise the Village Green Handbook's list of prohibited tree and other plants to include BAMBOO. Application for exception to be reviewed for approval or rejection by Village Green consulting horticulturist. Application for exception to include scientific name of bamboo variety. CK moves. CS2 seconded. Passed 8-0
- 4.11. Resolution 20-07 Emergency Preparedness Programming for the Village Green Community. Board to approve a series of sessions to be held on Village Green property

to help our community prepare psychologically and practically for potential emergency situations, targeted for Saturdays, in Spring 2020 (roughly March to July). Activities will involve the use of the Village Green Club House and invitations to LAFD CERT and Emergency Management Department (EMD) personnel to present programs. Passed by consent agenda.

4.12. Resolution 20-08 Plant Replacement Process. When the Village Green removes a bush or plant for maintenance (ex. piping, painting, repair, etc.), or when a plant dies after Village Green work is done, the office to work with the landscape maintenance company to automatically replace it like for like with no additional input or approval required from the Landscape Committee or board of directors. Passed by consent agenda.

4.13. Resolution 20-09 Private session personnel resolution. Office to be required to place the Green Crew results of January 2020 Walk Around meeting with Nick Havai of Green Crew in personnel file. In addition, office personnel will meet with Nick Havai and check each location to ensure action items are completed before the February 2020 Walk Around meeting. CK/CG believe that we need to hold the vendor responsible and accountable for what they promise or have stated completed. Passed 5-3 DM/SH/CS1 opposed.

4.14. MEMO: Quarterly Bank Statements to be reviewed by all directors and signed.

5. DESIGN REVIEW RECOMMENDATIONS: All passed Consent Approval

5.1. 5524 Kitchen remodel. Passed by consent agenda.

5.2. 5524 Hallway structure remodel. Passed by consent agenda.

5.3. 5345 Request for AC mini-split. Management wants to solve the issue by updating ducting so owners can install a heater.

6. CORRESPONDENCE

6.1. Tenant noise problems. SG followed up with owners.

6.2. Letter stating issues with washing machines in court 2.

6.3. Gratitude for Insulation

7. FINANCIAL REPORT - Discussed

8. MANAGER'S REPORT - None

8.1. Re-piping: The re-piping of Buildings 68, 75, 76, 77, 78 and 95 has now been completed. This completes the 2019 Residential Re-piping Project.

8.2. Residential Building Painting: The painting of Buildings 6, 7, 13, 31, 52, 59, 71, 74 and 81 has now been completed. Building 87 will soon be completed, which will complete the 2019 Residential Building Painting Project.

8.3. Residential Carpentry Repairs: The carpentry repairs are being completed as the painting is performed on each selected building. Carpentry repairs to Building 87 will soon be completed, which will complete the 2019 Residential Building Painting Project.

- 8.4. Residential Insulation Project: The insulation of Buildings 6, 7, 13, 31, 52, 59, 71, 74, 81 and 87 has now been completed. This completes the 2019 Residential Insolation Project.
- 8.5. Concrete repairs were made to the patios of 5177 and 5155 ½ as well as garages #80 and #144. The contractor has been directed to additional problem areas and will be submitting proposals for additional 2020 work.
- 8.6. Electrical Upgrade Phase 1: None this month
- 8.7. The call box is currently non-functional because it was struck by a resident's car. Electricians have pulled new communication wires and Management is collecting bids for re-installation, which includes a bollard on either side to prevent it from being knocked over again.
- 8.8. Storm Drains Cleaned: Los Angeles Plumbing & Backflow thoroughly cleaned all storm drains throughout The Village Green property. This included all 17 courts and various other locations. LA Plumbing removed leaves and debris, ran "jetters" through all drains, and reinstalled grates.

9. **COMMITTEE REPORTS** – None

- 9.1. Budget & Finance Committee NEW: Michael Schiavoni, Chair; Claire Knowlton, Liaison. November minutes enclosed
- 9.2. Communications: Colombene (Bene) Gorton, Chair; Lucy Fried, Editor; Daniel Millner, Liaison/Secretary. October minutes enclosed
- 9.3. Court Council NEW, Nat Hutton: Chair; Regina Bryant: Vice chair; Kate Martin: Secretary; Cynthia Singleton: Liaison. September Meeting 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. January minutes enclosed
- 9.6. Landscape: Lisa Jeffrey/Jay Calhoun: Co-chairs; Teresa Thompson, Secretary; Cole Garrison, Landscape Liaison. November minutes enclosed
- 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.

10. OPERATION REPORTS – reviewed and discussed

- 10.1. Arborist Report. During campus wide walk-thru, 3 trees require pruning and 4 require removal
- 10.2. Preventive Maintenance Calendar
- 10.3. Parking enforcement 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 9:00pm.

Haleh Shoa