

The Village Green Owners Association
Regular Open Board of Directors Meeting Minutes
Zoom Online Meeting

Tuesday, August 25, 2020

DIRECTORS PRESENT: Claire Knowlton (CK), Chris Scornaienchi (CS), Joseph Khoury (JK), Steve Haggerty (SH), Daniel Milner (DM), Laura Civiello (LC), Ashley Fondrevay (AF), Avelene Schodorf (AS), Haleh Shoa (HS)

ABSENT: Steve Haggerty (SH)

OFFICE MANAGEMENT PRESENT: Sherri Giles (SG), Alfonso Casanova (AC)

1. HOMEOWNER COMMENTS:

- 1.1. Michael Schodorf 5567 ½ - recently too position of court 10 council rep. Feels that there is an inherent bias of the interior rather than exterior. Their access face the street and there is excess garbage that collects on the Hauser side. And feels that maintenance and landscaping doesn't pay enough attention to the area
- 1.2. Cynthia Singleton 5211 – Wants to complement management team, Sherri Giles and Terry Brewer. Court 15 trash has been very dirty. And wants to thank Arthur that has struggled to keep the court clean and management that has increased pick up from once a week to twice a week. Also, there are campers that are parked in front the office and wants HOA to consider designating space by near the utility shed
- 1.3. Lucy Fried – Board to consider enforcing the pedestrian walkway rule and give a penalty to those who break the rule. Supports the insulation resolution.

2. CALL TO ORDER FOR OPEN SESSION by JK at 7:11 pm

3. CONSENT AGENDA: JK moves to pass the following resolutions with consent agenda. CK seconded. Passed 9-0

- 3.1. Approval of Regular Open Meeting Minutes, July 28, 2020
- 3.2. Resolution 20-36 Groundwater Monitoring Program GL 64230 Well Maintenance. Option-1 \$5660
- 3.3. Resolution 20-57 DRC Membership

4. BUSINESS

- 4.1. Approval of Regular Open Meeting Minutes, July 28, 2020. Approved via consent agenda.
- 4.2. Resolution 20-36 Groundwater Monitoring Program. hire Richard C. Slade & Associates to continue conducting a groundwater monitoring program for the Association's existing onsite irrigation-supply water well, to be charged to GL 64230 Well Maintenance. Option-1 \$5660
- 4.3. Discussion –Insulating building on their own schedule rather than paint schedule. MGMT to investigate to insulate the remaining buildings on property, without waiting for the buildings to be up for paint, to mitigate the high levels of heat exposure that residents are experiencing. We can choose the Clubhouse or a building that has not been insulated yet. After completion of the insulation, we would touch up the paint on the building where needed. The paint may not be an exact match due to paint fading. The effort here would be to test what this outcome would look like, and to determine viability of this as a solution. Suggestion is to choose one of the buildings in which resident s live or do it on the Clubhouse. We also would like to better understand the QC process for insulation and what measures our vendor takes to ensure they have covered all possible crevices.
 - 4.3.1. CK wants to know the additional cost of paint for those buildings. She also wants to know access to units. She will work with HS on figuring out the budget. SG wants to collect the cost on how it would fit into the budget. And the access will be the same requirement

- 4.4. Resolution 20-55 Additional diversity, race and VG community actions - supports the idea of Com Com taking additional actions to create meaningful dialogue regarding diversity, race, and the VG Community. Given the unfortunate timeliness of this line of action, the Board approves an additional \$2500 in funding for ComCom to be allocated to expenses related to cultural understanding at VG. The specifics of these expenditures are to be determined. LC would like to approve the curriculum as they get developed before approving the amount. DM will come back to the board with specific agenda and dollar amount. HS seconded. Passed 8-0
- 4.5. Resolution 20-56 Amendment to: Section 9.7 Patios, Section B – Due to the overwhelming rise of mosquitos in Southern California, the board is asked to amend Handbook to ban owners from instaling fountains and ponds, as it provides a breeding ground for mosquito larvae. This resolution calls for the notice to be sent out to owners immediately, rather than to wait until next year to amend the handbook, because of the health hazards that presented with this problem. Suggestion Change to delete Fountains and ponds and for it to read: Hot tubs are allowed on patios provided that they are removable, maintained in serviceable condition and do not unreasonably impede access to Common Areas, plumbing pipes and electrical service boxes.
 - 4.5.1. Banning any water that doesn't have a circulation device.
- 4.6. Resolution 20-57 DRC Membership. Daniel Millner – Secretary. Wendell Conn – Chair
- 4.7. Quarterly Compliance: Civil Code §5500 - 2nd Quarter have been approved by majority of directors

5. DESIGN REVIEW RECOMMENDATIONS

- 5.1. 5298.5 Washer/Dryer Installation

6. CORRESPONDENCE

- 6.1. Request for Environmental Test and Potential Water Remediation
- 6.2. Right of way to pedestrians on the walkways. Board members agree that there isn't much we can do in terms of enforcement and that kids get conflicting messages from different residents
- 6.3. HOA to publish a flyer reminding residents to wear masks and keep social distancing
- 6.4. No Trespassing Sign Comments: 8 owners have written to support the painting of the signage. The board has already approved to paint these signs. DRC will choose the color
- 6.5. Standing water/mosquito concerns
- 6.6. Broken garage floor
- 6.7. Larger recycling containers needed
- 6.8. Children on scooters

7. FINANCIAL REPORT – Discussed

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

8. MANAGER'S REPORT –

- 8.1. Environmental Testing: As part of the ongoing Electrical Upgrade Project, Sway Features has been on-site since July 27th performing environmental testing. They performed the initial shallow drilling (approx. 5' deep) into the soil and have analyzed the contents of test shafts made by the initial drilling. As of this writing, Sway Features has completed the first round of drilling and the retrieval and testing of materials from the drill sites. Sway Features will begin the second phase of the testing, deep core drilling (approx. 20' deep), on Monday, August 24. One week of drilling is expected before testing of those sites begin. Sway Features advises management will receive the final report in early September.
- 8.2. Garage Court Driveway Striping: The repainting of the parking space stripes and ground signage in courts 8, 9, 10, 12, 16, the East Circle and the West Circle is scheduled to commence on September 28. These courts will be unavailable for parking between the hours of 8am and 5pm on the day each court is scheduled to have the work performed. Informational notices will be distributed to residents in advance of the work. A quick-drying water-based paint will be used for this project. The project is expected to be completed by October 7.

- 8.3. Updated Recycling Bin Schedule: Due to the increased number of residents spending more time at home due to the pandemic, the volume of both refuse and recyclable waste generated at Village Green has increased significantly. To combat this issue, Management, in conjunction with Republic Services, made an adjustment to the recyclable waste bin pickup schedule. Originally, the property only received pick up service for the recyclable waste bins once a week on Tuesdays. Management has since requested that Republic Services add an additional pickup day to the schedule. Recyclable waste bins will now also be picked up on Friday. The change in this schedule was put into effect on August 18th. This change means we will have up to 12 cu. yds. of waste removed from each court weekly, on Tuesdays and Fridays, instead of the original 6 cu. yds. of waste per week. This change does not come with a rate increase, as each property is allowed one recyclable waste pick up at no cost per solid waste ("black bin/dumpster ") pick up for that location and there are two solid waste bins in each court.
- 8.4. Residential Building Insulation: On August 17, due to the recent excessive heat, a resident submitted an inquiry to the office regarding the insulation in his residential building, which had new painting and insulation recently completed in mid-2019. In his inquiry, he provided pictures from a thermal camera showing potential "hot spots" on his walls and inquired about potential deficiencies in the insulation coverage and potential remedies for his issues. The Facilities Engineer and Maintenance Supervisor reached out to the owner and the chief installer from Everguard Home Insulation, provided them with the resident's inquiry and Everguard has provided a written response (see attached to this report). Everguard will be returning to the property in early September to perform a physical inspection as follow up on this inquiry. Determination into further action will be made by following Everguard 's coming assessment.
- 8.5. Recent Laundry Room Issues: On Monday, August 3, the office began receiving complaints about out-of-order laundry machines. In each case the complaint involved all four machines in their respective court 's laundry room. Management discovered, with assistance from WASH, our laundry provider, that there were connectivity failures at the payment points in all of the affected laundry rooms, and all 17 com1s were affected. According to WASH, this issue was caused by Verizon updating the local cell towers to accommodate the new 5G wireless band which the laundry machines ' original payment points did not support. WASH has updated all laundry machines in all courts to be compatible with Verizon's new 5G towers as of August 5.
- 1.1. Locks for Patio Gates: Paul Terris, Inspector II at the LAFD Code Compliance Unit verified that any gates that are in the sole path of egress need to have a non-keyed locking device (i.e. a thumb turn style latch or similar) on the egress (typically the interior) side of the gate. Some of the upstairs units in Village Green have installed wrought iron gates in their sole path of egress. For these units ONLY, the double cylinder locks may not be installed on the gates (See: Calif. Building Code § 1008.1.9). Additional security measures such as aluminum screening across the wrought iron gate and/or a collar around the thumb turn latch, will be required for these egress gates. Other units with more than one avenue of egress, or that have gates that do not block the path of egress, may use the double-cylinder locks.
- 1.2. Serpentine Wall Inspections and Repairs: The Facilities Engineer and Maintenance Supervisor are in the process of inspecting all serpentine walls on the property. The damaged walls will be prioritized for repair work according to the severity of their damage. After this assessment has been completed, bids will be collected and presented alongside the damage assessment for the Board's consideration at an upcoming meeting. AC will be determining which walls are to be replaced vs repaired.
- 1.3. Security Screen Doors: The manufacturer for the security screen doors in use at Village Green has discontinued the model approved by the Board of Directors due to potential failures of that model's locking mechanism. Our vendor will be providing option(s) to substitute for the discontinued model when options become available. Management will present the new options to the Board of Directors for approval once available. For the time being, installations of these metal screen doors are temporarily on hold.

1. **COMMITTEE REPORTS** – None

- 1.1. Budget & Finance Committee: Michael Schiavoni-Chair; Claire Knowlton-Liaison. June & July minutes enclosed
- 1.2. Communications: Lucy Fried-Chair; Daniel Millner-Liaison/Secretary.

- 1.3. Court Council, Nat Hutton-Chair; Regina Bryant-Vice chair; Jordan Moore-Secretary; Ashley Fondrevary-Liaison.
 - 1.4. Cultural Affairs Committee: Allison Grover-Khoury, Chair, Liaison Avelene Schodorf.
 - 1.5. Design Review Committee: Wendell Conn-Chair, Daniel Millner-Secretary, Liaison-Haleh Shoa July minutes enclosed
 - 1.6. Landscape: Lisa Jeffrey-chair; Teresa Thompson-Secretary; Laura Civielo-Landscape Liaison. July minutes enclosed
 - 1.7. Tree Committee: Chris Scornaienchi -Tree Liaison. Chair- Laura Civielo July minutes enclosed
 - 1.8. Safety Committee: Cynthia Cyrus-Chair; John Howell-Secretary; Steve Haggerty-Liaison. August minutes enclosed
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2. OPERATION REPORTS – reviewed and discussed
 - 2.1. Arborist Report: suggests a 2-hour walk at the end of August
 - 2.2. Preventive Maintenance Calendar
 - 2.3. Parking enforcement report
 - 2.4. Garage Rental Report
 - 2.5. Work Order Summary – large discussion regarding plumbing issues and how we best mitigate. LC and AF will be working together on figuring out. (Ongoing)
 - 2.6. Landscape Maintenance Report
 - 2.7. WASH Revenue History Summary – Alfonso mentioned that the laundry rooms are sanitized twice a day
 - 2.8. Escort and Patrol Reports

ADJOURNMENT TO EXECUTIVE SESSION at 8:50pm

Haleh Shoa