

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

July 25 , 2023

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

OFFICE MANAGEMENT PRESENT: Sherri Giles (SG)

ABSENT: Ashley Fondrevay (AF),

1. HOMEOWNER COMMENTS:

- 1.1. 5520 Joan Anglin - She wants to know what the Board has decided with chalking on sidewalks. She mentioned that chalks can stay for weeks and months unless washed deliberately.
- 1.2. 5205.5 John Howell - Received an email about WO 14423. Last time he checked it said completed. It was garage ct 15 and 570 about a bougenvilla that's overgrown around the garage as well as a lighting fixture.
- 1.3. 5211 - Cynthia Singleton - Concerned about a Chinese Elm by ct 15 around the trash area which is extremely overgrown. She wants to make sure the office is still checking on AirBnB or other short-term rentals.

2. CALL TO ORDER FOR OPEN SESSION at 7:08pm. LC moves. HS seconded. Passed 8-0

3. BUSINESS

- 3.1. Minutes from June 27, 2023 Open Meeting
- 3.2. Resolution 23-24: Scheduling Executive Sessions - Move the Board's executive sessions to a different date and time. It is difficult for Board members and staff to be at their most productive when Board meetings extend late into the night. Of the past 10 meetings, 7 have gone longer than 3 hours. Since February, 4 of the last 5 Executive Sessions have adjourned after 10pm. Passed 8-0
- 3.3. Resolution 23-25 - Update Paid Holidays for Employees - The paid holidays for Village Green staff shall include all California state holidays, which are currently 11 holidays: New Year's Day, MLK's birthday., Washington's Birthday, Cesar Chavez Day, Memorial Day, Juneteenth National, Independence Day, Labor Day, Veterans Day, Thanksgiving Day, Christmas Day. Approved via Consent Agenda
- 3.4. Resolution 23-26: Clubhouse Use as Cooling Center - The clubhouse shall be open to residents during normal business hours to use as a cooling center when area temperatures are projected to reach or exceed 95 degrees Fahrenheit. The clubhouse shall only be open to residents, and not the general public. VG staff shall have the authority to set and augment rules related to using the clubhouse as a cooling center in order to maintain normal business functions. Approved via Consent Agenda

4. DESIGN REVIEW RECOMMENDATIONS - Approved via consent agenda

- 4.1. 5315 Kitchen Remodel

5. CORRESPONDENCE

- 5.1. Fannie Mae - 72% have been impacted by these requirements. The changing regulations are complex and management is still working through these issues.
- 5.2. Request to Amend Rule on Pre-Concert Set-up. Board was in favor of allowing residents to set up personal property a day before of any concerts.
- 5.3. Lemonade Stand - LC what's the criteria of Board approving "commercial activity". CK doesn't believe that lemonade stand is considered as commercial but rather an enjoyment of the property. And it doesn't bring

outsiders into the property. JK doesn't want to say what is or isn't considered commercial activity but simply to allow kids to do kids' lemonade. We consider children's activity as quiet enjoyment and not commercial activity.

5.4. Metal Window Frame - LP will discuss during manager's report

5.5. Dog Complaint - LC wants to remind residents to call security about dog violations

6. **FINANCIAL REPORT** – Discussed

6.1. Financial Statements

6.2. Treasurer's Report

6.3. Variance Report

7. **MANAGER'S REPORT**

7.1. Electrical Upgrade - The very long-awaited electrical upgrade of Village Green was launched with pilot Building 91 on July 10. Outlets, switches, and wiring to all appliances and light fixtures were replaced, and existing electrical subpanels were replaced with 125A panels (shown in photos below) in two townhouses thus far, each starting on a Monday at 8:00am.

7.2. Fannie Mae: The current status of this item involving Fannie Mae is that the Board is actively engaged in careful consideration of this issue to determine the most appropriate course of action. The Association's legal counsel has provided information for the Board to review during executive session. Ross Morgan has reported that at least 3 escrows have closed with conventional loans.

7.3. Residential Building Painting/Insulation: The majority of the work at Bldg. 92 has been completed, with some finish work to the fascia boards remaining, which requires scaffolding. Building 2 has commenced.

7.4. Garage Restoration and Painting: Courts 3, 7, and 11 have been selected for Garage Restoration and is tentatively scheduled to start in Fall 2023.

7.5. Staples Business Credit Card Program will end July 31, 2023.

7.6. Serpentine Walls: Last month we reported that Troxler and Sons, the vendor who was awarded the contract, has encountered challenges in obtaining approval from Lambert Giessinger at Los Angeles Office of Historic Resources (LAOHR), for the proposed materials and methods involved in this endeavor.

7.7. Metal Window Frame Repair/Replacement: A contractor has worked with a window subcontractor on new, double-glazed metal window replacements. An initial estimate for double casement windows with a fixed center, such as those in second-floor bedrooms, is \$7,600, not including installation or stucco repair. We contacted the Los Angeles Office of Historic Resources (LAOHR) with a general inquiry regarding replacing windows. They asked for a window survey and an "historic preservation approach that should prioritize repair and rehabilitation over replacement, then replacement in kind if preservation is infeasible". The next step in this project will be to test rehabilitation feasibility and cost. One window in the Clubhouse is not visible from the exterior, so would be a good candidate for the test. The Clubhouse is scheduled to be painted in 2023. Damage caused by the necessary breaking of the stucco to remove the window can be addressed during the building's scheduled repairs and painting.

7.8. LADWP's Commercial Direct Install Program: LADWP's vendor, Volt Electric, completed installation of new energy-efficient LED lamps in all seventeen Laundry Rooms, the Maintenance Buildings (interior and exterior), and in the Clubhouse. Lamps will be replaced free of charge for the next five years with labor included in the first year.

7.9. Cupola Additions: We also contacted LAOHR with a proposal for "Cupola Additions" to address the deficit in Village Green's venting infrastructure for both current homeowners' needs (range hoods, bathroom exhaust fans, clothes dryers, etc.) and situations in which furnace pipes from two different units are combined in one termination and must be separated to comply with current codes. Our proposal for replacing existing cupolas like-for-like, except larger in only one dimension (as shown in the images below) was approved by LAOHR. An existing cupola is shown on the left. The approved "Cupola Addition" is shown on the right.

7.10. Security Services: The Association's security contract is being put out to bid. To ensure a thorough evaluation, management has reached out to several reputable security companies, extending invitations for them to conduct a comprehensive site assessment and offer an independent analysis of the most suitable security plan for the Association. The Association's current security company, Public Security, is also participating in this process. The next crucial step involves sending out a formal Request for Proposal (RFP) to all invited companies. The Board will

review the submitted proposals at the August meeting, with the goal of making a final selection by the September board meeting. LC mentioned that there will be a town hall on August 3rd to gather info from the community.

8. **COMMITTEE REPORTS** – Approved via consent agenda.
 - 8.1. Communication Committee - Marie Germaine will be the chair. Kelly is currently the only designer and will be putting up articles on the Village Green Website. A 2-page Highlights will remain and go to everyone to all inboxes and it will be mailed.
 - 8.2. Design Review Committee: Wendell Conn-Chair, Daniel Millner-Secretary, Liaison-Haleh Shoa. June Minutes
 - 8.3. Landscape/Tree Committee: Lisa Jeffrey-chair; Teresa Thompson-Secretary; Laura Civiolo-Landscape Liaison. June & July Minutes

9. **OPERATIONAL REPORT – Reviewed and Discussed**
 - 9.1. Arborist's Report
 - 9.2. Horticulturist Report
 - 9.3. Preventative Maintenance Calendar
 - 9.4. Parking Enforcement
 - 9.5. Garage Rental Report
 - 9.6. Work Order Summary (Provided Digitally)
 - 9.7. Landscape Maintenance Report
 - 9.8. WASH Revenue History Summary
 - 9.9. Escort and Patrol Reports

Adjournment to Executive Session. XX:XX pm