

# VILLAGE GREEN

NATIONAL HISTORIC LANDMARK

Monthly Newsletter June 2011

## Notes from Meetings of the Board June 28, 2011

By John Keho, Board Secretary

- The Board agreed to have a monthly meeting at 6:00 p.m. on the 4<sup>th</sup> Tuesday of every month just prior to monthly Board meeting to provide information to residents about the soil subsidence issues (buildings 8 and 14), process for fixing the problem and answer questions. The Board also informed the homeowners that our attorney advised us that the Civil Code puts the burden on the owners to pay for their own relocation expenses, that relocation would most likely take place in 2012, and that they may reasonably expect to vacate for a minimum of 2 months. The Board also agreed to ask the Homeowners Association Attorney if a special meeting of the Village Green could be called by owners to vote on a proposal for the HOA to pay for some or all of the relocation costs of the owners of these units. If this special meeting/vote is in compliance with VGOA rules, the Board will help prepare for the special meeting.
- Approved a contract to begin detailed geotechnical investigation for distressed buildings 8 and 14.
- Heard a report from the Safety Committee regarding a special meeting on July 30 for Board members regarding their role during an emergency and what the Village Green should do to prepare for an emergency.
- Approved a new Parking Citation Form that specifies the amount of the fine.
- Approved three requests for unit changes that had been reviewed and recommended approval by the Design Review Committee.
- Asked the Office to investigate the adequacy of ventilation in garage units.
- Approved a contract with Troxler and Sons Construction to perform repairs to the sewer system in Courts 6 and 7.
- Approved an agreement with Association Reserves, Inc. to perform the annual reserve study.
- Moved workers' compensation insurance as well as payroll services to ADP Total Source, realizing an annual savings of at least \$9,485.
- Moved bank accounts to a Certificate of Deposit Account Registry Service (through City National Bank), which insures that all monies are covered by the FDIC.
- Approved a representation agreement with Unreel Locations for filming at Village Green. Revenue for the Association is estimated to be \$10,000 annually.

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## Manager's Report, by Peter Fay

Management is pleased to announce that the Association has signed with ADP Total Source to provide workers' compensation and payroll services.

In May, we received a workers' compensation renewal contract from our previous carrier quoting \$15,777 annually. Management determined that we should put this quote to bid. This created a lot of detailed work by the office staff and I commend them for their timely and accurate work to prepare the bid package. The result of the bid was that ADP submitted a proposal to provide workers' compensation insurance and payroll service at a cost of \$8,892 annually. The annual savings here is \$6,885 plus an additional savings of \$2,600 for payroll service, a total savings of \$11,492 less than the renewal quote and \$17,866 less than last year's budget.

In addition to these savings, ADP offers a number of value-added services at no additional cost to the Association. They will handle all human resource issues including claims administration, fraudulent claims investigation, loss and safety prevention, OSHA compliance, and training. ADP also investigates discrimination and/or wrongful terminations complaints filed by employees or government agencies, provides \$1,000,000 Employee Practice Liability, and \$75,000 Legal Defense Insurance. They offer our employees a 401(k) plan at no cost to the Association. They will review, edit and update the employee handbook and provide many work-related online employee-training courses to support work productivity. We are very pleased with the savings secured for the Association.

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### Platt Security Report—May 13 to June 13, 2011

- May 28**—Court 14, 9:13 p.m., property damage—Resident notified officer that garage door sustained damage while resident was out of town. Maintenance notified.
- June 1**—Court 12, 10:55 p.m., theft—Resident reported license plate was stolen from vehicle parked on Hauser St perimeter.
- June 2**—Court 9, 5 p.m., medical—Officers responded to a report of a slip and fall in the laundry room. Paramedics notified.
- June 2**—Court 14, 11:30 a.m., medical—Officer observed paramedics in motor court. Resident had called 911 and was taken to the hospital.
- June 4**—11:10 p.m., noise complaint—officer responded to a complaint about loud music and did not observe and loud talking or music. LAPD arrived on the scene, and noted that they did not hear any loud noises.
- June 9**—Court 6, 12:45 p.m., Medical—Paramedics responded to 911 call.
- June 8**—Unspecified court, 1:44 p.m., Medical—Paramedics responded to 911 call.
- June 10**—Court 12, 9:37 p.m., Possible Break-in—Resident noted that front door was ajar and asked officer to inspect property. Nothing was noted as missing.
- June 10**—Court 7, 3:10 p.m., Attempted theft—Officer was directed by office staff to investigate laundry room. Doorknob was broken and washing machine was tilted on its side