

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

**Tuesday, July 28, 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)

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

1. HOMEOWNER COMMENTS:

- 1.1. Claire Knowlton 5327 – spoke about the proposed resolution regarding the security resolution against racial profiling and read the new resolution aloud for all on the call.
- 1.2. Cynthia Singleton – read her statement about executing a policy regarding the security policy amendments. She mentioned that we added parking restrictions. She feels that the resolution doesn't benefit the entire community. She feels that some neighbors will call the police if they can't rely security to answer their calls. She also wants to know who's liable and who will be responsible for in case something happens? Will the vendor be liable? Or the HOA? The elderly needs to feel safe in this community.
- 1.3. Alfreda Masters – signed the petition against the Security Contract Amendments but she has heard changes that seem better. She feels that we need to leave it to the security guards' discernment. As a senior, she wants protection. As a person of color, she doesn't want to be profiled. She sited about an experience that made her feel uncomfortable but felt safe when she saw the security guard. She's also afraid that whomever is asked to leave from the Green, should be done very politely so as to not cause any further issues or severe confrontations.
- 1.4. Mickey Fielding, 5422 – Most people are aware that we have had an unusual amount of dead wildlife animals. She took a skunk that was dying and the vet confirmed that the skunk died of anti-coagulant poison, which she believes to be the same poison we have in the boxes.
- 1.5. Lucy Fried – Wants to suggest that the board send a letter of appreciation to John Henderson for his efforts on the anti-racism discussion
- 1.6. Carmen Valle Unit 5255 ½ - gives thanks for the resolution to be changed. She finds it disturbing that they needed to have a petition for the change to occur and has asked that the board reaches out to membership prior to making sweeping changes such as this one. She's concerned about trespassers enjoying the property. She feels it's a violation of our property.
- 1.7. Feliza Cohen – She's become aware that gas water heaters aren't getting permits as they need to be. HS asked her to follow up with the office and DRC.
- 1.8. Sophie Lesinksa – Spoke about the dying animals on the Green. Last weekend she stumbled on the dying skunk. Wants to appeal to the board and mgmt. to rethink as more humane pest control
- 1.9. Rachael Keipp 5121 – has mixed feeling about pest control and has seen rats by her cars. The security resolution as it's worded now is better written.
- 1.10. Nika Chilewich 5307 – here for her appeal of forgiveness. HS told her that it'll be reviewed during executive.
- 1.11. Jerri Allyn 5507 – Speaking to address changes to current security practices and easing some of the rules for black/brown/all families. She recommends ASPIRE group for all residents. She's heard from many black owners who have lived here in varied duration of ownership and

to her dismay security accosting them isn't new, even for those who have lived here for 24 years. She suggests no more anonymous complaints and wants to start tracking the calls. She'd like to track unconscious biased calls. Security can be requested to ask different questions.

- 1.12. Michael Schiavoni 5327 – Believes the Security Policy Amendment nothing more than an anti-discrimination policy and if anyone disagrees, they are discriminating. Our current system has serious faults and feels that this current resolution will solve the issue. He also wants to understand why resolutions aren't shared with membership prior to meetings. JK explained that resolutions often change during open session and for those reasons we do not publish them to members
- 1.13. Kristen Laskaris – Comment about the insurance policy. She's worried that the letter wasn't prescriptive enough to let people know that they're responsible for H06 insurance. She feels the office needs to send out a special letter to all membership. Also please don't use rat poison.

2. CALL TO ORDER FOR OPEN SESSION by JK at 7:43 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, June 23, 2020
- 3.2. Lien parcel 5025-011-071
- 3.3. Resolution 20-48 Garage Court Striping
- 3.4. Resolution 20-45 Purchase new computer/monitor for office staff
- 3.5. Resolution 20-50 Operating Budget Re-forecasting
- 3.6. Resolution 20-52 Black History and Culture Summer Film Event

4. BUSINESS

- 4.1. Approval of Regular Open Meeting Minutes, June 23, 2020. Approved via consent agenda.
- 4.2. Resolution 20-46 Lien parcel# 5025-011-071. Approved via consent agenda.
- 4.3. Resolution 20-47 – Sewer Line Replacement of the 6" laterals that connect the residential courts to the 8" main lines, which in turn connect the courts. This project was slated to start in 2011 at the cost of \$400k and never begun. While a significant needs project, as these pipes are over 70 year sold, far beyond intended life, it has been of lower priority than copper re-pipe, building stabilization and other special assessment projects. The cost of replacement has gone up over double that of the 2015 estimate and management recommends this to be replacement as soon as possible. DISCUSSION: JK mentioned that Troxler has always been the best. The cost of this is higher than normal and we need to triple bid this. SG mentioned that we did get multiple bids for building stabilization. She believes there's value in hiring a company that understands the campus. We did court 4 twice because previous contractor didn't do it properly. SH is in favor of this proposal and staying with a vendor. HS asked if we can get a savings. AF feels that we shouldn't waste any more time as we have in the past.  
**Special Assessment GL lines 33032 Sewer Line Replacement. \$1,012,212 Passed 9-0**
- 4.4. Resolution 20-48 Garage Court Striping - for courts 8, 9, 10, 12, 16 and the West and East Circles. The cost of \$5,700 to be charged to GL 32050 - Garage Court & Driveway Restriping \$5700. Approved via consent agenda.
- 4.5. Resolution 20-45 Purchase new computer/monitor for office staff. 2036 - Computer System Replace \$3009.97. Approved via consent agenda.
- 4.6. Resolution 20-50 Operating Budget Re-forecasting of the remainder of the year to better predict our revenue, expenses, and expected surplus at the end of the year. And instruct Ross

Morgan to update 2020 budget numbers to align with the re-forecast. Approved via consent agenda.

- 4.7. Discussion – Clarification to Changes in the Master Insurance Policy. Scott Lipman said there were 2 letters, which were intended to protect all owners. They included the HOA's insurance and all members were told to send the document to their agents. Sending the document to the insurance company explains what the HOA covers so the owners' insurance can cover what's not covered. HS moved to send another letter to membership to make sure that all members understand that they need to forward the new insurance changes to their insurer. CK believes that it would be a waste of money and that members should have read their documentation. Failed. 2-6-1
  - 4.8. Resolution 20-51 – Tour of Village Green with USC Professor Liz Falletta (Zoom Meeting). Professor Falletta has written extensively about Village Green in her book "By-Right, By-Design, Housing Development versus Housing Design in Los Angeles". Professor Falletta will deliver her presentation while walking through the property, followed by a single videographer enabling the talk to be presented in real time on Zoom. \$100 Cultural Affairs Budget Code. Passed 9-0
  - 4.9. Resolution 20-52 Black History and Culture Summer Film Event. In the absence of a safe way to assemble, all Cultural Affairs events since March have been cancelled. We see this event as a way to address the historic moment that we are living through with a meaningful and entertaining social and cultural experiences for our community.
  - 4.10. Resolution 20-53. Security Protocols Amendment to further clarify our contract with our Security vendor that "reason to suspect someone is a trespasser" cannot be based solely on a person's appearance. Appearance includes real or perceived age, race, ethnicity, gender, sex, disability, and/or manner of dress. This resolution further clarifies that if an owner/resident, staff, or vendor does not recognize someone, this does not constitute a "reason to suspect someone is a trespasser." JK mentioned he, Claire and Laura met with our security company. LF wasn't sure where the verbiage is going. CK mentioned it's going to be forwarded to the vendor. LC said it would have more teeth if we take the time to amend their contract. SH believes we need more data prior to making any changes. HS was confused as to how it would be enforced. JK said that it's up to the officer's discretion. Passed 5-0-4 HS, AF, SH, LC abstained. **NOTE:** please see end of minutes for Call Notes taken by LC.
  - 4.11. Resolution 20-54. Approval of Safety Committee. Jim Bouchard is no longer a member. Passed 9-0
  - 4.12. Directors to review 2<sup>nd</sup> quarter bank statements
5. DESIGN REVIEW RECOMMENDATIONS – None
  6. CORRESPONDENCE
    - 6.1. Tree Removal Petition for the removal of the Coral Tree and the Sycamore tree close the 4-bedroom units. Office MGMT has contacted the arborist. JK proposed to forward the letter from the arborist to the owner. Passed 9-0
    - 6.2. Request for UCLA CAP to perform for residents on campaign. DM moves that we accept the performance by deny signing the waiver. Passed 9-0
    - 6.3. Letter regarding our master insurance policy. Discussed.
    - 6.4. Letter regarding foul odor from neighboring units as well as garages. MGMT informed that the unit and garage in violation has been inspected.
    - 6.5. Security misconduct
7. FINANCIAL REPORT – Discussed
    - 7.1. Financial Statements

7.2. Treasurers Report

7.3. Variance Report

8. **MANAGER'S REPORT –**

8.1. Electrical Upgrade update. Waiting for S3 to revise phase 2 proposal.

8.2. Environmental Testing: As part of the ongoing Electrical Upgrade Project beginning on Monday, July 27<sup>th</sup>, Sway Features will be on the grounds to performing Environmental Testing. Sway has committed a timeframe of five weeks for the testing. The first week is a preliminary survey for utility lines, pipes and other in-ground objects. The four weeks following the survey are for shallow ground testing (weeks two and three) and deep core testing (weeks four and five).

8.3. Garage Restoration project will begin for courts 5 and 15 in September. SG would like to postpone this project. CK would like to delay. HS seconded. Passed 9-0

8.4. Court 6 Failed Power Line – DWP has concluded that the restoration of the failed electrical lines in Ct 6 is VG's responsibility. Hariton Engineering has confirmed that it's our responsibility as well.

8.5. Office Telecommunications Services – B&F committee led the charge to provide changes for phone and internet lines leading to a savings of \$4275/yr

8.6. Unauthorized Visitors on the Green: In early July, Post Commander Alfred Johnson came to management with a concern about the growing number of non-residents and non-guests picnicking on the Green. In less than one week the number grew from 6 to 16 adults plus children. Officer Johnson observed that when one such picnic ended some of the people in the picnicking group left the grounds and departed into neighboring communities. It was clear that many of these visitors were coming onto the Green from adjoining neighborhoods. Management has serious concerns regarding liability and security issues that may arise from nonresidents and unauthorized guests of non-residents recreating on the Green. Officer Johnson was encouraged to politely approach these groups and ask where in VGOA they worked or resided. When Officer Johnson went to inquire with these visitors, the people in these groups conveyed that they did not speak English. Officer Johnson was then offered the assistance of a bilingual staff member if it was needed. However, a second visit with these off-site visitors never took place because of complaints bred from misinformation that were expressed on the unofficial Facebook page.

8.7. Change in workflow for third party charge backs to homeowners. MGMT has taken the following two steps: 1) we have contacted our vendors and asked them to expedite their billing cycle; and 2) we have initiated a policy where the maintenance department is required weekly to submit all work orders with pending charge backs for the office to process.

9. **COMMITTEE REPORTS – None**

9.1. Budget & Finance Committee: Michael Schiavoni-Chair; Claire Knowlton-Liaison

9.2. Communications: Colombene (Bene) Gorton-Chair; Lucy Fried-Editor; Daniel Millner-Liaison/Secretary.

9.3. Court Council, Nat Hutton-Chair; Regina Bryant-Vice chair; Kate Martin-Secretary; Ashley Fondrevary-Liaison.

- 9.4. Cultural Affairs Committee: Allison Grover-Khoury, Chair, Liaison Avelene Schodorf.
- 9.5. Design Review Committee: Wendell Conn-Chair, Daniel Millner-Secretary, Liaison-Haleh Shoa
- 9.6. Landscape: Lisa Jeffrey-chair; Teresa Thompson-Secretary; Laura Civiello-Landscape Liaison. July minutes enclosed
- 9.7. Tree Committee: Chris Scornaienchi -Tree Liaison. Chair- Laura Civiello July minutes enclosed
- 9.8. Safety Committee: Cynthia Cyrus-Chair; John Howell-Secretary; Steve Haggerty-Liaison.

10. OPERATION REPORTS – reviewed and discussed

- 10.1. Arborist Report: (10) Tree-Pruning Recommendation and (1) to be removed.
- 10.2. Preventive Maintenance Calendar
- 10.3. Parking enforcement report
- 10.4. Garage Rental Report
- 10.5. Work Order Summary – large discussion regarding plumbing issues and how we best mitigate. LC and AF will be working together on figuring out. (Ongoing)
- 10.6. Landscape Maintenance Report
- 10.7. WASH Revenue History Summary – Alfonso mentioned that the laundry rooms are sanitized twice a day
- 10.8. Escort and Patrol Reports

**ADJOURNMENT TO EXECUTIVE SESSION at 9:38pm.**

**Call with Claire Knowlton (VG), Joe Khoury (VG), Laura Civiello (VG), Sherri Giles (VG), Officer Simmons (Public Security), Officer Johnson (Public Security)  
7-27-20 @ 4:30pm**

Officer Simmons - Public Security are here to enforce whatever rules the Board wants them to enforce.

Claire - Asked if they have concerns about the policy proposed or any concerns about enforcing it.

Officer Simmons - They enforce the rules in a non-biased, non-discriminatory manner so don't see an issue. They don't automatically initiate contact with people, they wait to see if they are breaking some kind of rule. They don't know everybody but they don't suspect someone just because they don't recognized them. Don't enforce the rules in a discriminatory manner anyway.

Laura - How are calls logged?

Officer Simmons - Depending on the nature of the call, the entry may or may not be logged. 9 times out of 10 the calls they get are about someone who lives here. There are also people who don't live here who walk through the Green because it isn't gated. Unless they are a trespasser, they don't log the call.

Officer Simmons - They get suspicious persons calls, all day everyday. Unless that person is breaking a rule, officers are trained to observe what the "suspicious" persons are doing, and don't make contact unless they are in fact doing something that breaks the rules. Don't make contact generally if someone is just walking through the Green. Walking through the Green with a dog off the leash, yes they would approach them. Riding an electric cart on the green, then yes, approach them.

Officer Johnson - They don't keep a record of who calls in. They just record what court or part of the Green the complaint is in and what the need is. It's rare that they record name or number. Most callers are hesitant to give their information and many call from a private line or blocked number.

Joe and Laura - What would happen if we asked start asking people their name and unit #s? And do you ever call back residents to update them on what happened?

Officer Johnson - Don't want to dissuade people from calling in. If people are uncomfortable giving their information, they might stop calling in and there would be issues that would go unreported and therefore unaddressed. Public Security feels like they need residents to keep reporting so they can stay on top of any issues. If they couldn't call in anonymously, people might feel like their calls could be scrutinized. They don't follow up with residents who do the reporting (certainly not the anonymous ones).

Officer Simmons - They don't respond to a call based solely on appearance anyway. Only engage people if they are breaking a Village Green rule. For example, there is a guy that walks through the Village pretty regularly. Security will get 5, 6 calls about him. He does not live here. But Security recognizes him and does not approach.

Sherri - How does security respond to coded calls, i.e. person reports someone as "suspicious" but really has an unconscious bias based on skin color?

Officer Simmons - It's up to the individual officer to determine if that person is actually suspicious.

Laura - Residents of color have told us people are calling Security on them, and Security is asking them if they live here.

Officer Johnson - Says it's untrue that they are making that type of contact (asking POC if they live here). Trained not to profile. Only approach people based on the activity that they are participating in. Nary a resident getting that type of contact. Believes strongly people shouldn't be accosted just for coming through Village Green. As post commander, he got calls today, from two people who called three times a piece. They reported a gentleman drinking off property. Security investigated - the man wasn't committing a crime, and wasn't trespassing.

Claire - What do they do if they get a call from a resident that asks Security to remove a trespasser?

Officer Johnson - Judgment call of the officer. Have to have an ability to approach people in a very disarming manner. Focus on customer service, not policing individuals. Observe the situation before they engage. Train their guys extensively on customer service. Send the message that Security is there for them, not against them. Do not harass or accost residents.

Joe - One guy says every time is on the Green, security always checks him out though they don't make contact.

Claire - Other residents have said they have been asked by Security if they live here. And it's part of their contract.

Officer Johnson - It's a great community of individuals. From what he's observed, everybody speaks to everyone. Some people just have a problem with security itself. It is so rare that Security has asked if someone lives here. He feels it's uncouth to even ask the question. Instead, there are a number of other ways to engage the individual. If anyone has had that problem though (of security asking if they live here), Officer Johnson wants to know about it. Asking for ID is a practice of police officers.

Officer Simmons - In the time that Security has been here at the Green, they have never had to ask someone for ID. It's never gotten that far. They also have to enforce the rules but they do it in a non-confrontational manner. Sometimes asking is just what they have to do. It's not what you ask but how you ask it. Still have a job to do. No bias involved. Enforce the rules but don't do it in an aggressive manner and it's not racially-based, not appearances-based.

NOTES PROVIDED BY CLAIRE KNOWLTON FROM THE SAME CALL:

- In favor of resolution as presented; see no conflict with current contract; see it as supportive of existing policies
- Do not currently log calls about people who are not trespassers. 9/10 trespasser calls are on people who live here
- Reports can be made without name, unit number, or phone number provided
- Officers are against the idea of eliminating anonymous reports. Want all intelligence to come in and allow officers to use discretion on how to act on that intelligence
- Officers dispute that any owner/resident has ever been questioned by security unless they were breaking a rule. (This is contradictory to reported owner experiences and Claire's one-on-one call with Johnson)
- All officers are trained not to profile

*Haleh Shoa*