

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

May 9, 2018

### **Minutes**

#### **CALL TO ORDER AND ESTABLISH QUORUM**

The meeting of the Board of Directors of Village Homes Property Owners Association of May 09, 2018 on was called to order at 6:00 p.m.

#### **BOARD MEMBERS PRESENT**

A quorum was established with Board Members John Chavez, Laurence Stern and Michael McGillivary and Darius Rahbar.

#### **BOARD MEMBERS ABSENT**

Ramona Yoh

#### **OTHERS PRESENT**

Tish Matthews, Association Manager, The Emmons Company  
Valarie Alejo, Recording Secretary, The Emmons Company  
Sherry Stern – Architectural Committee  
James Wall- Landscape Committee  
Dan Cherie- Monument Committee

#### **COMMITTEE REPORTS**

**Greenbelt/Landscape-** James Wall reported the board needs to follow up on the bare strip located on Triunfo. Filling in that area with concrete may be the best solution. A request from an owner to install more trees along Waterby to help with the noise from traffic was discussed. At this time the landscape committee feels that the new oleanders that were planted will fill in and be the best solution.

**Architectural-** The construction on lot#50702 is complete.

**Pools-** The pool deck was power washed and resealed the week of April 23, 2018. The pool is heated and will be open for the 2018 season. Four new umbrellas and three new trash cans are needed for the pool area.

**Finance Committee-** The finance committee met with Emmons and the auditor to go over the audit in detail. Changes were made to the monthly financial statement for clarification on accounts and deposits per the committee request. The new reserve study is very detailed and will be used as a guide to help prepare for routine maintenance items.

**Clubhouse & Violations-** Management reported volunteers are still needed for this committee.

#### **APPROVAL OF MINUTES**

**April 11, 2018 - MOTION:** John Chavez made a motion to approve the April 11, 2018 meeting minutes as amended. Laurence Stern seconded the motion and it passed all in favor.

**April 11, 2018 Executive Meeting for Hearings & Legal- MOTION:** Darius Rahbar made a motion to approve the April 11, 2018 meeting minutes. Laurence Stern seconded the motion and it passed all in favor.

#### **FINANCIAL REPORT**

The financial report for April 2018 was presented by Michael McGillivary, showing total cash on hand of \$320,549.03 as of April 30, 2018. **Motion:** A motion to approve the April 2018 financial report was made. The motion was seconded and passed unanimously.

**Delinquency Report** – A copy of the log was reviewed.

## **MANAGEMENT REPORT**

Tish Matthews reported the pool deck test results and report will be available in 1-2 weeks.

## **OLD BUSINESS**

2017 Audit Report **Approve Audit for 2017- MOTION:** Michael McGillivray made a motion to approve the reserve study. Ramona Yoh seconded the motion and it passed all in favor.

## **NEW BUSINESS**

**Brightview Bid- Pressure Regulator-** Motion: John Chavez made a motion to approve the installation of a new Wilkins 600 Pressure regulator in the amount of \$1,748.00 as long as management gets a second bid and BrightView is the lowest price. Darius Rahbar seconded the motion and it passed all in favor.

**Brightview Bid – Clubhouse Lawn on Evenstar** Motion: John Chavez made a motion to approve the bid to update the irrigation at the clubhouse on Evenstar in the amount of \$775.00 contingent upon clarification from BrightView as to where the new sprinklers will be placed. Darius Rahbar seconded the motion and it passed all in favor.

**Four Seasons Tree Bid-root removal at Hartglen-not submitted-** Four Seasons was not able to provide a price as they do not know how much work will be involved until the concrete is removed. They would have to charge an hourly rate. Tish Matthews will get the hourly rate an email the board.

**Cooksey's Lifeguard Contract -** Motion: John Chavez made motion to approve the Contract from Cooksey Lifeguards pending a few changes. Michael McGillivray seconded the motion and it passed all in favor.

**Bluewater Painting Bid for Monument signs-** Motion: John Chavez made a motion to approve the bid in the amount of \$1,150.00 to clean and paint the four Village Homes monument signs. An additional amount will be paid to clean the letters.

## **CORRESPONDENCE**

An email from lot# 22101 was reviewed. The owners are not clear if the property in front of their home belongs to them and would like to landscape it. Sherry Stern from the architectural committee volunteered to look into this issue and follow up with the owner.

## **HOMEOWNER COMMENTS**

Dan Cherie suggested that the trash cans be spread out around the pool area so they are visible to the people using the pool.

## **BOARD COMMENTS**

Darius Rahbar would like management to have the light bulb replaced at the women's restroom.

## **NEXT MEETING**

The next board of directors meeting is scheduled for June 13, 2018 6:00 p.m.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,  
Valarie Alejo, Recording Secretary