

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

March 13, 2019

### **Minutes**

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

The meeting of the Board of Directors of Village Homes Property Owners Association of March 13, 2019 was called to order at 5:30p.m.

#### **BOARD MEMBERS PRESENT**

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

#### **OTHERS PRESENT**

Tish Matthews, Association Manager, The Emmons Company  
Valarie Alejo, Recording Secretary, The Emmons Company  
Sherry Stern – Architectural Committee  
1 Homeowner

#### **HOMEOWNER COMMENTS**

The owner of lot 3103 was present to request use of the community pool to teach small children pool safety survival skills. The board advised her to submit a proposal including all insurance information for the board to review.

#### **COMMITTEE REPORTS**

**Greenbelt/Landscape-** Bids to be discussed during new business. Darius Rahbar advised the board that due to other commitments he will have to resign from the landscape beautification committee as well as from the board. This will be his last meeting. Val Alejo reported Brightview confirmed the original bid#6552370 for the strip along Triunfo Canyon is still valid. **MOTION:** John Chavez made a motion to approve the bid from Brightview in the amount of \$947.00 to remove the weeds a soil, add plastic weed barrier and add rock to the bare dirt strip on Triunfo Canyon. Darius seconded the motion and it passed all in favor.

**Architectural** – Mike McGillivary will follow up on lot# 48502 on their landscape request.

**Pools** – **MOTION:** John Chavez made a motion to begin heating the pool by April 10, 2019. Laurence Stern seconded the motion and it was approved all in favor. Tish Matthews will contact Darin Anderson regarding the pool equipment to see if he can help find a solution to the equipment not working as built.

**Finance Committee-** Michael McGillivary requested that management follow up with the new insurance company to lower the deductible by \$1000.

**Clubhouse & Violations-** A copy of the report was reviewed.

#### **APPROVAL OF MINUTES**

**February 20, 2019 General Meeting MOTION:** Kathleen Oates made a motion to approve the February 20, 2019 meeting minutes as presented. John Chavez seconded the motion and it passed all in favor.

**February 20, 2019 Executive Session- MOTION:** John Chavez made a motion to approve the February 20, 2019 executive meeting minutes. Michael McGillivary seconded the motion and it passed all in favor.

#### **FINANCIAL REPORT**

The financial report for February 2019f was presented by Michael McGillivary, showing total cash on hand of \$346,507.41 as of February 28, 2019 **MOTION:** A motion to approve the February 2019 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 that Village Homes will remain a customer of Southern California Edison as we are a commercial account. Only residential customers were affected by the change to Clean Power Alliance.

### **OLD BUSINESS**

**Parking Lot Lights-** Bid was discussed in new business.

**Termites-** The bids to patch and paint will be provided at the next meeting.

**Reserve Study-** Management will be submitted the contract next week to have the reserve study completed.

### **NEW BUSINESS**

**Brightview Bid Irrigation at Triunfo /Westlake** – The board would like to hold off on approving this proposal until the landscape is chosen so that they can make sure the proper irrigation is installed. The board would like to meet with Brightview to see where the valves are located. Val will set up a meeting.

**Brightview Bid Trees- BrightView** submitted a bid to provide and install three 24” box trees in the amount of \$1,320. MOTION; Kathleen Oates made a motion to approved the proposal submitted in the amount of \$1,320. John seconded the motion and it passed all in favor, Janet Wall from the landscape committee will choose the appropriate tree for the areas they are being planted in.

**Brush Clearance Bids-** Burt Duzy submitted a bid in the amount of \$12,750 to provide brush clearance for the natural areas and fire department requirements. 805 goats submitted a bid in the amount of \$12,000. MOTION: Kathleen Oates made a motion to approve the bid submitted by 805 Goats in the amount of \$12,000. Darius seconded the motion and it passed all in favor. Vendor to confirm work will be completed to meet requirement.

**Earthquake Insurance Bid-MOTION:** Laurence Stern made a motion to approve the earthquake bid from Farmers Insurance premium of \$5,339 with a 5% deductible. John Chavez seconded the motion and it passed all in favor.

**Parking Lot Lights-** A proposal was submitted by pacific construction with several choice for new light fixture for the parking lot. MOTION: John Chavez made a motion to approve option A to install 5 union 21 ¼’ High oiled bronze outdoor post lights. Laurence Stern seconded the motion and it passed all in favor.

**Clubhouse Wood Repair Bids-** The board reviewed bid submitted from Tom Foster. The bid from Pacific Construction did not arrive in time for the meeting. No action was taken at this time. The board would like to meet with Tom Foster at the clubhouse to discuss the bid in detail.

### **CORRESPONDENCE**

None

### **BOARD COMMENTS**

### **NEXT MEETING**

The next board of directors meeting is scheduled for April 10, 2019 5:00 p.m. for executive session and 5:30 p.m. for the regular meeting.

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:16 p.m.

Respectfully submitted,

Valarie Alejo,  
Recording Secretary