

Village Homes Property Owners Association

1040 Evenstar Avenue, Westlake Village, CA 91361

BOARD OF DIRECTORS MEETING

February 10, 2021

Minutes

CALL TO ORDER AND ESTABLISH QUORUM The meeting of the Board of Directors of Village Homes Property Owners Association was called to order via teleconference at 5:02 p.m.

BOARD MEMBERS PRESENT A quorum was established with Board Members Laurence Stern, Michael McGillivray, Kelly Cannan, and Peggy Neary. Tony Baird joined the meeting at 8:05 p. m.

OTHERS PRESENT

Donna Yofan, Association Manager, The Emmons Company

Claudette McCarroll, Recording Secretary, The Emmons Company

3 Homeowners

Samuel Cooksey and Hayley Church – Cooksey’s Lifeguard & Swim

APPROVAL OF MINUTES

MOTION: A motion was made by Peggy Neary to approve the executive session minutes from the January 13, 2021 as presented. The motion was seconded by Michael McGillivray and passed unanimously.

MOTION: A motion was made by Michael McGillivray to approve the general session minutes from the January 13, 2021 as presented. The motion was seconded by Kelly Cannan and passed unanimously.

HOMEOWNER COMMENTS

Kashina Bishop expressed concern about the pool being closed.

Isabelle Muller-Gupta volunteered to help within the community.

COMMITTEE REPORTS

Greenbelt - Michael McGillivray discussed areas of improvement in Brightview’s service and irrigation needs. The Board agreed with his recommendations for operating and reserve expenses. Isabelle volunteered to assist the committee.

Landscape – Michael McGillivray presented a 2021 budget for tree maintenance with priorities. Pine tree removal on Broomfirth is scheduled for February 15th.

Pool – Kelly Cannan presented a plan for opening the pool between May 1 and September 30. She suggested Getomnify for a scheduling system, met with Cooksey’s Lifeguard & Swim Academy and mentioned they can help us source the cleaning supplies needed to reopen. Samuel Cooksey educated board on how they would staff the pool and what needs to happen to reopen per the guidelilnes of Ventrua County. Kelly will continue working on procedures and processes for reopening the pool.

Violations – The log was reviewed. Improvements to the report were discussed.

Finance – Michael McGillivary presented the reserve funds forecast through 2024. There were discussions around replacing an additional monument each year. Kelly Cannan volunteered to assist with the monuments once the pool is projected is completed.

FINANCIAL REPORT

The financial report for January 2021 was reviewed. As of January 31, 2021, the total cash on hand was \$449,455.14. Michael McGillivary noted that the water bill was 80% higher than that of the prior year, and will try to analyze the difference.

MOTION: A Motion was made by Michael McGillivary to renew the expiring CD for 6 months at .08%. The motion was seconded by Laurence Stern and passed unanimously.

MOTION: A motion was made by Mike McGillivary to accept the January 2021 financials as presented. The motion was seconded by Laurence Stern and carried unanimously.

Delinquency Report – The report was reviewed.

Lot #12402 – **MOTION:** A motion was made by Kelly Cannan to send a warning letter. The motion was seconded by Michael McGillivary and passed unanimously.

Lot #17701 – **MOTION:** A motion was made by Laurence Stern to send a warning letter. The motion was seconded by Michael McGillivary and passed unanimously.

MOTION: A motion was made by Tony Baird and seconded by Kelly Cannan to send a warning letter, if no payment is received by 2/15/21, to lot #34402, 2003, 20001, 10502, 23701, 9602, 30602, 41002, 42702, 47702 and 20601.

MANAGEMENT REPORT

Donna Yofan presented the report to the Board. New camera installation started 2/10/21. The new incident report form was reviewed, and Michael McGillivary requested standard operating procedures include a step for reports being finalized by the board. A photo of the new awning will be sent to the Board. No response from Kinder Care on their fence that was damaged by a common area tree.

OLD BUSINESS

Water Pooling and Sidewalk Repair – The Board reviewed bids from 3 contractors for two different repairs. The Board agreed to pass on the water pooling solution at this time. Michael McGillivary will reach out to Lexicon, Inc. for an onsite visit. Donna Yofan will follow up with Lexicon to obtain the square footage of the repair proposal.

NEW BUSINESS

Flags/Political Signs – The Board reviewed the information presented by our attorney. This information confirms our current approach to the questions raised by some homeowners is consistent with state law. No new action will be taken at this time.

Landscape Maintenance – Mike McGillivary will continue to work with Brightview on improvements. Donna Yofan will send Brightview contract to board.

Treescape Proposal – MOTION: A motion was made by Laurence Stern to ratify the approval of the Treescapes proposal #210214 to remove an Aleppo Pine. The motion was seconded by Michael McGillivray and passed unanimously.

Brightview Proposals – The Board reviewed two proposals for irrigation replacement and reconfiguration at the Triunfo Canyon greenbelt entrance and at Triunfo Canyon and Rosebay. Both of these improvements are expected to greatly reduce the amount of water currently being used at these locations. **MOTION:** Michael McGillivray made a motion to approve proposal #7392300, at the Triunfo greenbelt entrance for \$2,435 pending receipt of a detailed diagram of the system. The motion was seconded by Laurence Stern and passed unanimously. **MOTION:** Michael McGillivray made a motion to approve proposal #7391997, at Triunfo and Rosebay Station #13, for \$5,536.10 pending receipt of a detailed diagram of the system. The motion was seconded by Laurence Stern and passed unanimously.

Evenstar Island Curb Painting – Obtain estimate from Jerry to repaint curb. Will revisit in next meeting.

Reserve Study Proposal – The Board reviewed a proposal from Reserve Studies Inc. for a reserve study with a site visit. **MOTION:** A motion was made by Michael McGillivray to accept the proposal from RSI for \$1,730. The motion was seconded by Peggy Neary and passed unanimously.

Loewenthal, Hillshafer & Carter fee increase – Tony Baird expressed fee for Paralegal seems a bit high. It was noted the sample pool waiver and any additional needed documents should be obtained before the fees increases on March 1, 2021.

NEXT MEETING

The next Board of Directors meeting will be held March 10, 2021.

ADJOURNMENT

There being no further business, the meeting was adjourned at 8:47 p.m.

Respectfully submitted,
Claudette McCarroll, Recording Secretary