

# *Village Homes Property Owners Association*

*1040 Evenstar Avenue, Westlake Village, CA 91361*

## **BOARD OF DIRECTORS MEETING**

October 13, 2021

### **General 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 6:03 p.m.

**BOARD MEMBERS PRESENT** A quorum was established with Board Members, Michael McGillivary, Peggy Neary, Kelly Cannan, Tony Baird, and Ron Oster.

#### **OTHERS PRESENT**

Linda Merkle, Association Manager, The Emmons Company

Jane Denning, Recording Secretary, The Emmons Company

#### **APPROVAL OF MINUTES**

**MOTION:** A motion was made by Kelly Cannan to approve the September 08, 2021, General Minutes as amended. The motion was seconded by Mike McGillivary and carried unanimously.

#### **HOMEOWNER COMMENTS**

Two Homeowner's were present. One new property owner came to inform the Board that he had received a courtesy notice regarding the paint color used on his home that was not within the approved paint color schemes. A second Homeowner joined the call as a casual observer without ever addressing the Board.

#### **COMMITTEE REPORTS**

##### **Greenbelt Report:**

**Landscape-** Irrigation, Mike McGillivary walked zone 4 and found 4 faulty sprinkler heads and 2 driplines that were leaking profusely. On Nettlebrook, the upper half of the irrigation is currently not working. A bid has been requested on that. Still waiting on a bid reduction for the Evenstar/Hampshire Hill. New irrigation is a part of that.

**Trees-** The Deadwooding on owner's properties has been completed for this year. Tree trimming on Hartglen and the Aleppo pine removal on the greenbelt near Dewberry are scheduled for November 23<sup>rd</sup> and 24<sup>th</sup>.

**Other-** Two homes on Rimcrest have drainpipes leading into the middle of the Evenstar Hill. Bids to correct have been received from Brightview. Jane and Linda to contact the city to determine what section of the code they are in violation of, then issue a courtesy correction notice and prepare for a possible hearing.

**Landscape Enhancements-** Tony Baird discussed the new lettering on the recently complete monument, they are not quite the same as what are on the other existing monuments. Tony to get a quote for 6 sets of the larger letters. Mike McGillivray is waiting on a bid from Brightview to landscape the monuments.

**Pool** – Kelly Cannan reported no new updates. The lifeguards are done for the season, Mike McGillivray requested Linda to obtain a usage report from Cooksey’s as they have supplied us this in the past. Jane to have Jerry prepare to store the lifeguard chairs and other non-essential pool area items. The pool will remain heated through the end of October.

**Violations** - Violation log was reviewed. Hearing notices to be sent for the following:

**Lot# 12502** - Request for Architectural Application, home was painted without approval

**Lot# 11702** -Request for Architectural Application, courtyard was painted without approval

**Lot# 29902** - For unused pallet of roofing tiles visible from the street

**Architectural** – The log was emailed to the Board prior to the meeting, it was inadvertently omitted from the board package. No other discussion.

**Finance** – Mike McGillivray noted that there should be no further consideration for expenditures to the clubhouse at this time. The budget does not allow for it. Mike enlisted Linda to gather information on a loan to cover the budget shortage. Linda Merkle to present at next meeting, how and where those funds will come from etc.

## **FINANCIAL REPORT**

The financial report for September 2021 was reviewed. **MOTION:** A motion was made by Mike McGillivray to accept the September 2021 financials as presented. The motion was seconded by Kelly Cannan and passed unanimously. **Delinquency Report** - The delinquency report was reviewed. Linda Merkle will reach out to the Owner of **Lot# 13102**. New Owner as of 2/9/21 and behind on dues. **Lot# 34402** is behind on dues, home is for sale, will send letter of intent to lien. **Budget Review** – The current budget shortfall is 40K. Mike McGillivray will be working on assumptions for the 2022 forecast. He will send to the board for feedback on 10/14/21. The 2022 Budget needs to be approved and completed by the end of November.

## **MANAGEMENT REPORT**

**Board Meeting** - The next will be on Wednesday, November 10, 2021.

**Broken Fence between Lindengrove and Nettlebrook** - Linda to continue to contact Fence Factory regarding a 4x4 post neat the turn style that has dry rot.

**Brush Clearance** - Linda to confirm with Burt Duzy when he will complete all the areas needing brush clearance, not just the Hampshire Hill. There were 4 areas with 4 separate bids.

**Water/ Electricity** – Linda continues to navigate through the process to appeal the high-water bill. The electricity for the sprinklers on Lindengrove and Basswood Greenbelt was completed.

### **OLD BUSINESS**

The clubhouse remains closed due to the county indoor mask mandate.

There were no new votes cast for the 2021 election.

### **NEW BUSINESS**

**Board Organizational Duties – MOTION:** A motion was made by Mike McGillivary to remove Paul Grace from the Landscape Committee. The motion was seconded by Kelly Cannan and passed unanimously. The board discussed the following organizational changes to be adopted: President- Peggy Neary, Vice President- Tony Baird, and Secretary- Ron Oster. Mike McGillivary will remain as Treasurer. **MOTION:** A motion was made by Tony Baird to approve the new board appointments. The motion was seconded by Mike McGillivary and the motion was passed unanimously.

**CC&R's & Bylaws** – A proposal was submitted for Board review. Past President, Laurence Stern has graciously volunteered to review and work on this.

**Clubhouse** - Peggy Neary to solicit estimates to update the hand railings. Jane Denning is working on updating the rental agreement so to be ready for reopening in the future.

**Motorized Vehicles on Greenbelt-** Mike McGillivary will share some information from the city on this topic. Jane will add that to the next Village Voice. Conversation to continue how to enforce and educate this within the community.

**2021 Audit and Tax Proposal-** Linda Merkle presented one estimate and was asked by the Board to obtain an additional estimate for the next Board Meeting.

**Homeowner Tree Request** – The board reviewed a request from lot #'s 29402 & 29502 requesting payment on a \$400.00 estimate to be paid to deadwood a Heritage Oak that had been overlooked on previous association Deadwooding plans. **MOTION:** A motion was made by Tony Baird to approve the \$400 estimate to be paid directly to Treescapes. The motion was seconded by Peggy Neary and passed unanimously.

**Sample Resolution** - Mike McGillivary asked that Linda Merkle prepare a word document outlining the Association Expense Authorization Procedures to share with the board for feedback before the resolution can be adopted.

**Ratification of Invoices- MOTION:** A motion was made by Mike McGillivary to approve Brightview Invoice # 754283 for \$ 1792.64 for the installation of a new trench. The motion was seconded by Peggy Neary and passed unanimously. **MOTION:** A motion was made by Ron Oster to approve Groundworx Invoice # 0000195 for \$ 500.00 for tree and shrub removal adjacent to the Triunfo & Hampshire monument. The motion was seconded by Mike McGillivary and passed unanimously. **MOTION:** A motion was made by Mike McGillivary to approve Brightview Invoice # 7545292 for \$760.00 emergency service for removal of a fallen tree at 915 Brightstone Ct. The motion was seconded by Ron Oster and passed unanimously.

**Weather Tek Invoice-** Was not ready to be paid as Mike McGillivary to research a possible rebate.

**SB9 Update-** The Emmons Attorney is looking at all the details of this bill and plans to meet with Emmons to discuss in November.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 8:06 p.m.

**NEXT MEETING**

The next Board of Directors meeting and annual member meeting will be at 6:00pm on November 10, 2021.

Respectfully submitted,

Jane Denning,  
Recording Secretary