

SAN LORENZO VILLAGE HOMES ASSOCIATION

MEETING NO: 1560

WORK SESSION MINUTES



- 1.0 President, Diane Wydler, called the meeting to order at 6:05 p.m. on February 1, 2018.
- 1.1 Directors Kathie Ready, Emanuel MS. Robinson, Michelle Clowser and John Chung were present. Administrator Osipov was also present
- 2.0 Public Comment - The homeowner has a question about foreclosure process. President Diane Wydler explained to the homeowner
- 3.0 Update from Administrator
 - 3.1 Assessments - 2018 - 4,279 have paid the 2018 assessment as Monday January 29, 2018. Total number of homeowners is 5,729. Not paid-1,450.
 - 3.2 Tax 2 nd Installment 2017-2018 - \$ 9,786.57 paid on Tuesday, January 23, 2018
 - 3.3 The Liens - Accounting will produce delinquent Letters. The Board directed Administrator to send to Alterra Collections delinquent accounts for three (3) or more years. The Administrator will check with accounting how many of those accounts have liens already.
 - 3.4 Alterra Collections - Collection Fees Paid - \$8, 280.41; Collection Fees Collected by Alterra Report on 01/17/2017- \$18,153.15; Collection Fees Actually Received on January 30, 2018- \$8,280.41
 - 3.5 Hall Rental Issues - The Administrator informed the Board that homeowner who was renting the hall on Saturday January 20, 2018 damaged chain link dates and clogged sink in the kitchen. Repair's cost is \$ 751.95. We are not returning deposit for \$400.00. Owner will be charged extra \$ 351.95 dollars. We will no rent the hall to this homeowner again.

Director Michelle Clowser recommended increasing the Security Deposit for the hall renters.
 - 3.6 Broken Main Kitchen Drain Line- Contract signed with Star Rooter & Plumbing, Inc. on Friday, January 26, 2018. The Meeting with DH Adjuster Jon Sommers on Tuesday, January 30, 2018. The Adjuster will submit his report to Philadelphia Insurance by Friday February 2, 2018. Star Rooter & Plumbing started the project on Wednesday January 31, 2018.
 - 3.7 SLVHA New Signature Card -Completed on Friday January 26, 2018
 - 3.8 Village Brief January/February - Sent to Steve Printing for review on Friday January 25, 2018. Sent the Final to Steve Printing on Monday January 29, 2018. Out for print on Monday January 29, 2018. Will be mailed to the homeowners by Friday 2nd, 2018.
 - 3.9 Phone Update (AT&T) - Appointment scheduled for 10:00 a.m. on Wednesday, February 7, 2018. Director Michelle Clowser will join an Administrator for this meeting with AT&T.

3.10 BOD Training Schedule – BOD Training is scheduled for Thursday March 8, 2018 from 5 p.m. to 7:00 p.m. Director Emanuel MS. Robinson recommended to invite staff for the BOD Training.

4.0 Financial Reports - January 31, 2018 - Not Received

5.0 Reserve Study 2018-2019 (Review) - Director Emanuel MS. Robinson explained the Board and homeowners how Reserve Study works. Our multi-year Funding Plan is designed to gradually bring association to the 100/% level, or “Fully Funded”. Highlighted line items are expected to require attention in this initial year.

The Administrator was directed to check the Project Starting Reserve Balance in amount of \$478,690. The Administrator will review all components and provide Director MS. Robinson with update. We need to send a Request for Revision to Association Reserves by March 8, 2018.

6.0 Preliminary Budget 2018-2019 (Draft) - Not Received. The Administrator is waiting for January 2018 Financials from the accounting.

7.0 Draft Calendar 2018 (Board Meeting and Events) - The Board reviewed Draft Calendar 2018.

Lunar New Year (SLZ Library) - Saturday February 17, 2018 at 12:00 p.m.

Earth Day - Saturday, April 21 at 8:00 a.m.

Home Expo - Saturday May 12, 2018 from 11:00 a.m. to 3: p.m.

Movie Night - Saturday July 21, 2018 from Noon-to 9: p.m.

Halloween Parade and Game Extravaganza - Saturday October 27 from 8:00 a.m. to 1:00 p.m.

Christmas Fest - Tuesday, December 11 from 6:00 p.m. to 8:00 p.m.

8.0 House Of The Month - Selection (February 2018) – Board reviewed three (3) nominations for House of the Month. The winner selected for the March/April edition of the Village Briefs is 1725 Via Carreta. The winner selected for the May/June edition is 18251 Via Arriba.

9.0 CEC Events (Update) – Director Michelle Clowser provided the Board with update.

9.1 Lunar New Year- at the library on Saturday February 17. It will include adult reading area, lion dancers, red envelopes with coins, etc.

9.2 Earth *Day*- at the HOA on Saturday April 21st. Director Clowser introduced the flyers. Michelle is buying 500 T-Shirts because price is different between 300 and 500. It is a better to order 500 T-Shirts.

President Wydler voiced an opinion that we do not need to clean from 9 a.m. to noon.

Director Emanuel MS. Robinson asked Michelle Clowser about the budget for Halloween. Michelle explained that it is rolled over to the next year Halloween event.

President Wydler wrote Thank You Notices to all volunteers and sponsors who participated in Halloween Parade and Christmas Fest in 2017 year.

10.0 Discussion Items:

10.1 License Plate Readers on Major Streets – Passed for now. Director Clowser will let the Board and Administrator know at what session speakers can come.

10.2 SLVHA Logo Update – Director Michelle Clowser is going to be placing a white version of our logo on the T-Shirts for Earth Day event. Therefore, she wants to talk about updating SLVHA logos so that it is accurate. The current one says “5,700 homes”. Michele would like to recommend we add the word “over” above the 5, 700 so we do not have to keep updating it. Director Clowser attached proposed logo- 0001.jpg

Michelle could use it immediately for the T-Shirts. Director Clowser and Administrator will ask Tim Castle to change logo to the Vector File.

10.3 Requiring a Front Yard Tree Where None Exists When Plans Submitted - Director Emanuel MS Robinson explained situation to the Board. We can enforce it if we will include this information into Front Yard Policy. We also can change our By-Laws.

Vice-President Kathie Ready said that we can “encourage” people place a front yard tree where none exists when plans submitted.

Homeowner confirmed that Policy has to be in writing. Another homeowner voiced a concern that not every homeowner can afford the high cost of tree placement.

The homeowners voiced an idea that Front Yard Policy can encourage homeowners to place a Front Yard Tree Where None Exists before the sale of the house.

Homeowner voiced a concern about a lot of overgrowing trees in the community. Very few people are maintaining their trees consistently. The same homeowner is thinking that Steve Kirk had a very good idea in the past to hire the company who will provide tree’s maintenance for all SLVHA Community.

11.0 Continuing Business:

11.1 CC&R’s Enforcement

11.1.1 How To Catch -Up And Follow- Up - Operations Manager Mai Vue is currently working to improve this process

11.1.2 “Welcome” Procedure For New Residents - No Discussion at this time. Nobody speaks to Iren yet.

12.0 Future Agenda Items

a) Work Session Meeting - License Plate Readers in San Lorenzo; b) Executive Session Meeting - New Lease-San Lorenzo Little League (expired 2008)

13.0 The meeting adjourned at 7:50 p.m.

Respectfully Submitted,

Emanuel MS. Robinson, Secretary

Recorded and Transcribed by: Eugene Osipov

Reviewed by: Diane Wydler, Board President