

# SAN LORENZO VILLAGE HOMES ASSOCIATION

MEETING NO: 1564

## WORK SESSION MINUTES



1.0 President, Diane Wydler, called the meeting to order at 7:10 p.m. on March 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 voiced a suggestion regarding page 3 of January/February Village Briefs. The homeowners would like to see Newsletter starting with more positive things than violations.

Director Kathie Ready is impressed with the number of responses from the community members after publishing of the last Newsletter. It is mean the residents are reading the Village Briefs.

Another homeowner concerned about multiple cars parking on the lawn.

It was a discussion there about the definition of driveway. Homeowner reminded the Board that county only can call it drive way.

President Wydler thanked the residents for all their opinions and suggestions. All parking issues can be addressed to CHP representative at the next Board Meeting on March 15, 2018.

### 3.0 Update from Administrator

3.1 Assessments - 2018 - 4,812 residents paid the 2018 assessment as of Monday February 26, 2018. Total number of homeowners is 5,729. 917 accounts are still delinquent.

3.2 Alterra Collections - Total amount paid to Alterra Trust by delinquent residents is \$ 37, 783.50 as of Monday February 26, 2018. Actually received by SLVHA is \$ 11, 918.09.

3.3 Phone System Upgrade (AT&T) - Administrator is currently received a Proposal from Jonathan Baldizon, AT&T Business Account Manager on February 28, 2018 for AT&T Landline Services and AT&T Handset Bundle.

Administrator Osipov will contact Comcast again to schedule the meeting onsite to review all possible options for updating the current SLVHA phone system.

3.4 Fire House Roof Replacement - The Board reviewed three proposals from Bostock & Williams, Rid Out Roofing System and Wonderlin Roofing System to replace firehouse roof in 2018 year.

The Board approved a proposal from Bostock & Williams at the March 1, 2018 Executive Session Meeting.

### 4.0 Financial Reports - February 28, 2018 - Not Received

5.0 Reserve Study 2018-2019 (Draft) - Administrator Osipov reviewed with the Board line-by-line all Reserve Study Components to confirm what projects are expected to require attention in this initial year.

Administrator and the Board reviewed the following categories: San Lorenzo Village (General), San Lorenzo Village (Hall), San Lorenzo Village (Office), San Lorenzo Village (Cabin) and San Lorenzo Village (Shed).

Our multi-year Reserve Study is designed so that it will reach 100% fully funding in the year 2047 (30 years).

The Board would like to achieve a 100% full funding by the end of 06/30/2018, the proportional fully funded balance should be added to the 11/30/2017 Reserve balance.

Administrator was directed by the Board to transfer money from Omaha Bank Operating Account to Reserve when February 28, 2018 Financials will be ready. It will allow Association to obtain Reserve fully funded by the end of fiscal year in June 30, 2018. It also will help Association to comply with FDIC requirements regarding keeping maximum amount in the Operating Accounts.

Administrator will ask Association Reserve to make all changes and prepare the Final Draft before the March 15, 2018 Board Meeting.

#### 6.0 Preliminary Budget 2018-2019 (Draft)

Director Emanuel MS. Robinson reviewed with the Board Preliminary 2018-2019 Budget -Draft.

Director Clowser recommended for the Special Projects (614-00) in 2018-2019 to keep the same amount of \$ 7,000 dollars as for 2017-2018 Budget.

Director Emanuel MS. Robinson will feel more comfortable to finalize the 2018-2019 Budget - Draft after fully funded Reserve Account in the end of fiscal 2018 year.

Administrator will present 2018-2019 SLVHA Budget Draft through June 30, 2018 after preparation of February 28, 2018 Financials.

The Board will discuss 2018-2019 Reserve Study and 2018-2019 Budget Draft at the March 15, 2018 BOD Meeting.

#### 7.0 Village Briefs - March/April Edition - Content Overview

The Board reviewed March/April Village Briefs Edition.

Director Kathie Ready reminded Administrator to ask a new Assistant of Wilma Chan to provide Mai with Supervisor' Column on time. Previously, Karina Rivera was responsible to provide Operations Manager with latest update from Supervisor's Office.

Director Kathie Ready asked Administrator to add information about "Welcome to New Homeowner" evening to March/April Newsletter. This event, which will be held on Thursday April 12, 2018 at SLVHA location.

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

8.1 Lunar New Year- at the library on Saturday February 17. Director Clowser updated on Lunar New Year event.

8.2 Earth Day- at the HOA on Saturday April 21. Director Clowser presented the Board with sponsor's information and the final version of Earth Day flyer's design. If you are pre-registered, first 100 participants will receive T-Shirts.

The Homeowner confirmed that Movie Night would be held on Saturday July 21, 2018 from 4 to 7 p.m. Event will include Car's Show.

#### 9.0 Discussion Items:

9.1 License Plate Readers On Major Streets - Director Clowser will schedule Sherriff for the next Work Session on April 4, 2018

9.2 Review Hall Contract regarding alcohol use - Director Clowser recommended increasing the Security Deposit for the Hall Renters if they are serving alcohol from \$ 400 hundred dollars to \$ 800 hundred dollars.

Administrator was directed by the Board to add this information at the first page of the Hall Rental Application right after 1<sup>st</sup> sentence.

This item will be discussed at the next Board Meeting on March 15, 2018.

#### 10.0 Continuing Business:

##### 10.1 CC&R's Enforcement

10.1.1 How To Catch -Up And Follow- Up - The Board Members are doing drives according Violation List prepared for them by Operations Manager Mai Vue.

10.1.2 "Welcome" Procedure for New Residents - Director Kathie Ready presented the Board with a Village Welcome Evening Invitation -Draft. The Board discussed this letter and the future event.

The Board Members recommended removing the words "legally agreed" from the text of an Invitation.

**Village Welcome Evening** - Thursday, **April 12, 2018** in the Bohannon Room at the San Lorenzo Village Homes Association Hall.

This event is by Invitation Only.

Come and meet the other new homeowners that now call San Lorenzo "home" – just like you. Meet with long- time residents that know this community and the importance of keeping the Village vibrant through the CC&R's (Covenants, Conditions and Restrictions). This is your opportunity to ask questions and learn how Village life is uniquely different from any other community in the Bay Area.

Beverages and simple treats will be served. This is designed for you to learn how your community works to keep it safe, clean and beautiful.

10.1.3 Language for requesting a tree planted upon the sale of the home – President Wydler stated that Front Yard Policy changes will be discussed at the Board Meeting on March 15, 2018. Suggested language was discussed

## 11.0 Future Agenda Items

- a) March 15, 2018 BOD Meeting - Cleaning & Damage Deposit For The Hall Rental; Appointment of CC&R's Action Committee; Status of Charter and Appointment of Architectural Committee; Front Yard Modification Policy – Draft
- b) Future Executive Session Meeting - New Lease Agreement with San Lorenzo Little League (expired 2008 year)
- c) April 4, 2018 Work Session Meeting - License Plate Readers in San Lorenzo (Contact: Director Clowser)

12.0 The meeting adjourned at 8:45 p.m.

**Respectfully Submitted,**

**Emanuel MS. Robinson, Secretary**

**Recorded and Transcribed by: Eugene Osipov**

**Reviewed by: Diane Wydler, Board President**