



SAN LORENZO VILLAGE HOMES ASSOCIATION

MEETING NO. 1669

WORK SESSION MEETING MINUTES

Thursday, July 2, 2020 @ 6:00pm

Held via Zoom

<https://us02web.zoom.us/j/87217603111>

Meeting ID: 872 1760 3111

One tap mobile

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- 1.0 Meeting Called To Order: President Robinson called the meeting to order on Thursday, June 11, 2020 at 6:02pm.
- 1.1 Roll Call: Board members present via Zoom: President Emanuel M.S. Robinson, Vice President Kathie Ready, Secretary/Treasurer Diane Wydler, Director Michelle Clowser and Director John Chung. Board members absent: None. Staff present: Administrator Debi Powers and Operations Manager Mai Vue (via

2.0 Public Comments - Items Not on the Agenda: none

3.0 Update from Administrator:

SLVHA Previous Year's Assessments:

Currently we have 5767 accounts. 149 accounts are still unpaid as of June 26, 2020.

SLVHA 2020 Assessments:

Currently we have 5767 accounts. 246 accounts are still unpaid as of June 26, 2020.

Alterra Collections:

Total amount collected by Alterra Collections as of June 26, 2020

Office visits for the month of June: Not tracking

Demands processed for the month of June : 19

- Allianz/ Johnston 3000 Sweeper (older sweeper): The new sweeper motor for the Allianz Sweeper has been installed.
- Street Sweeping: It was determined that the Sheriff's Office had stopped citing vehicles that were parking on posted sweeper days as they had been informed that sweeper was non-operable. They will began enforcement March 2. Post Card notices were mailed out to the residents in the posted areas informing them that enforcement would begin again starting March 2. **** Numerous complaints were received from residents regarding the issuing of tickets. Noted complaints: signs were missing in posted areas, signs were not legible, people just did not want to move their vehicles and did not think it was fair that they were getting ticketed. Due to the issues with the signs, a call was placed to Public Works asking that an audit be

performed of the signs in the area and that missing and faded signs be replaced. The Sheriffs were asked to cease ticketing until the signs could be replaced. Please note that due to the Shelter in Place Order there is a moratorium on enforcing the 72-hour parking rule by enforcement agencies.

- Women’s Room Bathroom Refresh: has been completed. One of the tiles was cracked by the installation of the partition and is in the process of being repaired. ** It was noted that the grout in the women’s restroom started turning bright yellow. The grout is being treated, top layers removed and re-grouted.
- Zoom Meetings a monthly subscription to Zoom Meeting has been purchased the cost is \$15 a month.
- Lollipop Lane’s water usage for December and January doubled from the prior year’s usage. We are investigating the cause for the increase; at this time we have been unable to find evidence of a leak. We have requested that East Bay Mud send a technician out to verify that the reading is accurate and not a billing error. ** The water increase has not been duplicated and we have been unable to determine the cause. We will continue to monitor the usage. *** water increase has not occurred again
- Sneeze Guard for the front desk was ordered at the end of May. The delay has been in obtaining materials. If the size is reduced to 8 feet across, they might be able to process the job quicker. I have requested that the store manager provide us with more information.
- Protocol is being put into place for staff to be able to return to the office. Protocol to include self-wellness checks prior to coming into the office. A thermal scan thermometer has been ordered, staff will be required to have a temperature check prior to entering the building for work. Reusable masks were ordered by Michelle and distributed to staff along with a supply of disposable ones that are available at the office.
- The drive through gate leading to the preschool is not closing properly. Domingo repaired the gate.
- PG&E Pig Park: multiple calls have been received by residents and Board members regarding the overgrown weeds and the border fence that was hit by a vehicle. Calls and emails were sent to Public Works, Code Enforcement and PG&E. The area has now been cleaned, the fence is slated to be replaced in the next week or so.
- Duck Pond: reports have been received that the weeds are overgrown. Calls have been placed to HARD to have the area cleaned. I was informed that they have had extensive layoffs in the maintenance division. ** The area has been cleaned up by HARD.
- Graffiti was found on the exterior retaining wall of the sub-association Heritage of San Lorenzo. The management company, Associa, as well as AC Public Works were contacted. The graffiti was gone by the next morning.

A motion was made to accept the Administrator report. The motion was seconded. The Board voted. The motion passed.

Approved acceptance of the Administrator’s Report.

4.0 Financial Reports – May 31, 2020:

4.1 Approval of Fund Transfer from the Mutual of Omaha Operating Account to the Wells Fargo Operating Account in the amount of \$15,000. A motion was made to accept the Fund Transfer from the Mutual of Omaha Operating Account to the Wells Fargo Operating Account in the amount of \$15,000. The motion was seconded. The Board voted. The motion passed.

Approved Fund Transfer from Mutual of Omaha Bank Operating Account to Wells Fargo Bank Operating Account in the amount of \$15,000.

5.0 CEC Events (Update on upcoming events): Director Clowser gave an update on how future events will be held virtually until the Shelter in Place Order is rescinded.

6.0 Discussion Items

6.1 Architectural Appeals

No.	Street	Appeals/Dispute	Decision
6.1.1	17051 Via Arroyo	Architectural Appeal	A motion was made to accept the appeal request to approve the construction of a 16ft x 10ft wide and 12ft high shed structure in the backyard with a 3 ft set back from the shared fence.

			<p>The motion was seconded. The Board voted. The request for appeal was accepted.</p> <p>Appeal accepted. Street Tree needs to be planted and flower bed added.</p>
6.1.2	17383 Via Del Rey	Architectural Appeal	<p>A motion was made to deny the appeal request to waive the requirement for a street tree to be planted in the County Right of Way and to restore the brick detail on the home to its natural state by removing the white paint from the brick detail on the home.</p> <p>The motion was seconded. The board voted. The motion passed.</p> <p>Appeal denied. Homeowner is required to plant a street tree in the County Right of Way and to remove the white paint from the brick detail on the home restoring the brick to its natural state.</p>

6.2 San Lorenzo Creekway Project: The Board reviewed correspondence from an owner in opposition of the San Lorenzo Creekway Project that contained a petition signed by residents that have homes adjacent to the San Lorenzo Creek and oppose the project. The discussion was opened to the membership for comment. Comments in opposition included concerns about safety, noise and privacy, Comments in favor included increase in property value, positive impact on the environment with less vehicles being used and the increase in amenities for San Lorenzo.

A motion was made to support the opposition of the Creekway Way Project and to draft a letter in opposition of the project with safety contingencies if the project is approved to move forward.

The motion was seconded. The Board voted. The motion passed.

The Board will support the San Lorenzo Creekway Project and will request safety contingencies if the project is approved to move forward.

6.3 Petition to identify and prosecute vandals: The Board reviewed communication that included a petition signed by residents of SLVHA requesting that local law enforcement identify and prosecute vandals that were involved in the looting and destruction of property that occurred when demonstrations were being held. The Board requested that Deputy Fiore of the Alameda County Sheriff's Office provide an update at the Board Meeting on July 16, 2020.

6.4 Time Capsule: The Board discussed putting together a time capsule commemorating the 75th Year Anniversary of San Lorenzo Village Homes Association. The time capsule would be stored behind the Hall Rededication Plaque located in the hall lobby. The time capsule would be opened in 25 years at the 100th anniversary of the Association. Item to be continued to the future meetings.

6.5 Hall Rededication Plaque: The Board discussed mounting a rededication plaque in the lobby of the hall that would house the 75th anniversary time capsule. Item to be continued to the future meetings.

6.6 San Lorenzo Entry Signs: President Robinson is working with the County and Public Works to have San Lorenzo entry signs installed at entry points into San Lorenzo.

6.7 Organization of Meetings with all Sub-Associations: The Board discussed ways to create open communication and active involvement of the 4 sub-associations. The Board requested that all 4 sub-associations be invited to attend the August 6, 2020 Work Session. The Board requested that going forward the agenda include a line item for the Sub-Associations.

6.8 Revised ADU Policy: The Board was presented with an amended draft of the ADU policy. The Board requested that a redlined version be provided to the Board. Item to be continued to the next

meeting.

6.9 Meeting Format Discussion: The Board discussed continuing to conduct meetings via Zoom or Conference Call. The Board decided to continue to use Zoom for their meetings.

7.0 Continuing Business

7.1 Interior Painting of Hall, Office and Meeting Room: an update was given on the interior painting project.

7.2 75th Anniversary Tree Program: The Board discussed the overwhelming success of the Free Tree Program. 68 of the 75 trees have been planted. The remaining 7 will be planted in the fall.

7.3 Enforcement: The Board was provided with their weekly report of all violation letters that were sent out.

7.4 Marquee Sign: The replacement of the marquee sign was discussed. Bids are being obtained to replace the sign with an LED sign both single and double sided, proposals to be reviewed at the July 16 Executive Session.

8.0 Future Agenda Items:

8.1 Logo Giveaway Items: The Board would like to discuss purchasing giveaway items that have the SLVHA logo on it.

8.2 Evaluations of Staff and the Administrator.

9.0 Adjournment: 8:13pm

Date: July 2, 2020

Respectfully Submitted,

Diane Wydler, Secretary/Treasurer

Recorded and Transcribed by: Debi Powers, Administrator

Reviewed by: Emanuel M.S. Robinson, President