

Approved  
Board of Directors  
February 6, 2008



**MINUTES OF THE  
REGULAR SESSION  
BOARD OF DIRECTORS' MEETING  
JANUARY 9, 2008**

A Regular Session meeting of the Board of Directors of the **WOODBIDGE VILLAGE ASSOCIATION (WVA)**, a California nonprofit corporation, was held on Wednesday, January 9, at 7:30 p.m., at the Community Center, 31 Creek Road, Irvine, California.

The Board met in *Executive Session at 5:33 p.m.*, and considered the following matters: 1) Delinquent Accounts/ALS Summary Update; 2) Church Parking Agreements and City Parking Matters 3) Insurance/Water Intrusion Claim 4) Executive Director Contract.

The following Directors were present: Dale Cheema, Don Davis, Carolyn Smith Driscoll, Dick Fenner, Bill Mavity, Barry Ross and Bob Woodings. Also present were: WVA Executive Director, Robert N. Figeira; WVA attorney, Bill Hickey; Community Relations Manager John Steeb; Controller Carrie Romero, Facilities Manager Joe Pagan and Recreation Manager Ralph Redington.

**CONSENT CALENDAR**

A motion was made by Vice President Woodings, seconded by Director Fenner, to approve Consent Calendar items number 1 and 2, and passed unanimously. It was,

- 1). **RESOLVED, to approve the Minutes from the Regular Board of Director's meeting held December 5, 2007.**

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2). **RESOLVED, to approve the recordation of liens for delinquent**

**Assessment on the following properties:**

**11656-0250-03, 10347-078-02, 10349-081-01, 08896-051-02, 09011-016-01,  
08897-086-02, 12012-081-01, 11671-006-01, 11625-109-03, 10337-063-02,  
09534-029-01, 10345-137-02.**

Director Mavity commented on the number of properties included this month. Controller Romero responded that typically we see an increase in the number of accounts this time of year.

Item number 3 was removed from the Consent Calendar and was discussed individually. After discussion, a motion was made by Director Davis, seconded by Director Driscoll, Vice President Woodings, and passed unanimously. It was,

3). **RESOLVED, to approve the contract with Mdb Air, Inc. to remove the Lennox 5-ton (Unit 6) and install a new 5-ton York Heat Pump at a cost of approximately \$4,655.00 with funding from reserves.**

**FINANCIAL STATEMENTS**

The Board reviewed the November 2007 Financial statements. Controller Romero responded to questions regarding various line items. A motion was made by Director Driscoll, seconded by Vice President Woodings, and passed unanimously. It was,

**RESOLVED, to accept the Financial Statements for November 2007 as presented. (Exhibit A)**

**COMMITTEE MINUTES**

There were no committee meetings in December.

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**OLD BUSINESS**

Sprinkler/Water Park

Executive Director Figeira stated that Staff is developing plans and a pricing package for the Sprinkler play elements for the wading pools at Blue Lake and Stonecreek Swim Clubs and this will be presented to the Board in the next few months.

Status of Cameras at Facilities

Executive Director Figeira stated that black and white cameras are being installed in order to try to improve the quality of night-time images. As of this date, it has not been determined if the images have improved.

**NEW BUSINESS**

Posting Sub-Associations Agendas

The Board reviewed and discussed Director Mavity's memorandum regarding posting of agendas. Executive Director Figeira felt that the Staff should not be responsible for personally posting Maintenance Association Agendas at the Association Bulletin Board. Director Davis stated that bullet point 2 of the memorandum should be amended to, "Agendas will be posted within 24 hours of receipt *or on the next business day.*" A motion was made by Director Mavity, seconded by Director Woodings, with Directors Mavity, Woodings, Driscoll, Ross and Davis voting yes, and Directors Fenner and Cheema voting no. It was,

**RESOLVED, to approve the posting of sub-associations agendas at the WVA Community Center subject to the following conditions:**

- A) The agendas will be posted in an area reserved in the Community Relations Department,**
- B) The WVA will date stamp the agendas and post them in chronological order by the next business day.**
- C) The opportunity for Sub-Association agendas to be posted at the WVA office will be announced in the *Reflections* newsletter as a service to the**

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**Sub-Associations.**

- D) The Maintenance Association must first agree in writing that the WVA takes no legal responsibility for any agendas not received for posting, nor any responsibility for the legality of this method of posting, on a form prepared by the Association Attorney.**

**NEW BUSINESS**

The Board reviewed the *Community Services Field Summary* report for November 28, 2007 through January 1, 2008, and the *Front Gate and Spa Usage* report.

The Board also reviewed the Lakes Monthly Summary for December 4, 2007 through December 18, 2007.

**2008 Election of Directors**

Executive Director Figeira had an impartial observer draw the order of ballot positions for the election of Directors to be held April 2, 2008. The ballot position order as drawn is:

**South Lake Candidates**

Bill Mavity  
Gene Sokolski

**North Lake Candidates**

Don Davis  
Bob Woodings

The Board discussed the possible distinctions between North Lake and South Lake candidate designations, or the lack thereof, and whether it should be proposed to discontinue identifying candidates as being either from North Lake or South Lake. Most of the Board members agreed that the North and South categories had worked well before and that there was no need to do away with the categories. President Ross tabled this issue.

The Board also discussed possible term limits for Directors, but decided that in order to provide continuity and stability, term limits were not necessary. President Ross tabled this topic.

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Lighting on Pathways Around Lakes

The Board discussed the lighting around the lakes and trails. President Ross stated that he felt the lights might be too far in between the dark expanses at night and directed Staff to check the lighting around the lake trails, and assess if more lights are needed and report back to the Board. Director Davis directed that Staff measure the Woodbridge lighting and compare it with the City of Irvine lighting standards and report back to the Board on this issue as well. Executive Director Figeira agreed that some areas of the path may be dark, but also noted that sometimes when lights are installed with a brighter intensity and bother residents, the residents have in the past applied black paint to the area of the light fixture that casts light that the resident feels is intruding into their home. Staff will report back to the Board.

**COUNTY, CITY, SCHOOL DISTRICT AND THE IRVINE COMPANY**

OCTA Letter

Reviewed and no action required.

Residential Vehicle Parking

After discussion, Director Mavity felt that Staff should send a letter to Greg Smith. Staff will await the response regarding the letter to Doug Williford before sending the letter to Greg Smith.

OCTA Stakeholder Working Group

Director Mavity directed that this topic be removed from the agenda.

AT&T High Speed

Executive Director Figeira stated that he did a preliminary check on the AT&T pedestals and it may be that only a few pedestals are in the city right-of-way, or within a maintenance association jurisdiction. The Executive Director noted that he

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did not know the street right-of-way dimensions, and that on Friday, January 18<sup>th</sup>, the Executive Director will canvass the entire Association area with Carol Tagayun of AT&T, to review the installation of all 24 AT&T pedestals.

RV and Boat Storage

Executive Director Figeira stated that he had checked with the City and there has been no application filed for this proposed RV and Boat Storage facility, even though he is aware that individuals involved with this project have met with every Irvine City Council member. Mr. Figeira stated that it doesn't look like this project will come to fruition; however, Mr. Figeira will keep the Board informed if further action is required.

Alton Square Sign Modification

Executive Director Figeira stated that the Chevron sign located at Alton Square will be re-aligned and the verbiage of the sign on the building will be slightly altered. No action required by the Board.

**ATTORNEY REPORT**

2007 Legislative Summary

SB948

The Board reviewed and discussed the 2007 Legislative Update, including the SB948 memorandum regarding the so-called Director mandatory education bill, which is up for consideration this coming year in Sacramento. President Ross asked the Board if there was a consensus; there was not. After discussion, a motion was made by Director Mavity, seconded by Director Woodings. It was,

**RESOLVED, to have Attorney Hickey write a letter to Skip Daum at CAI including Mr. Hickey's comments supporting the immunity clause change to SB948.**

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A motion was made by President Ross, seconded by Director Mavity, with President Ross, Directors Mavity, Driscoll, Woodings, and Davis voting yes, and Directors Cheema and Fenner voting no. It was,

**RESOLVED, to have Attorney Hickey also notify CLAC that the WVA Board supports the additional changes suggested by Mr. Hickey.**

AB980

The Board reviewed AB980 about a new real estate transfer fee and Director Fenner asked Attorney Hickey if a separate disclosure is needed. Mr. Hickey will verify this and report back to Director Fenner.

SB528

The Board also reviewed the Form Resolution Re: Additions of Items to Posted Agenda. Executive Director Figeira stated that this form would be inserted into the back of every Board packet to be used as needed.

Gates in "Exhibit E" Fences

Attorney Hickey noted that he will complete his drafting of the revised Rule on Gates in "Exhibit E" Fences, and that he will be presenting it to the Architectural Committee next month.

**CORRESPONDENCE**

The Executive Director discussed the memo to the Board concerning his and the Community Relations Manager's attendance at the CMIA Large Scale Manager's Workshop in Orlando, Florida, April 16-19, 2008. Vice President Woodings made a motion, seconded by Director Mavity, unanimously passed. It was,

**RESOLVED, to approve the expenses for the Executive Director and Community Relations Manager's trip to the CMIA Large Scale Manager's Workshop, April 16-19, 2008.**

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**MANAGER'S NOTES**

**Landscaping Committee**

The Board discussed the proposed Landscaping Committee. Director Fenner stated that many Associations utilize these resident volunteer landscaping committees and that this is an important issue now that Executive Director Figeira will be retiring in the near future. Director Fenner continued that this committee might be focused on long term planning, bid proposals and guidelines, not day-to-day projects. Director Fenner stated that the mature landscaping in Woodbridge might need some sprucing up, along with perimeters along the 405 Freeway and Woodbridge entry areas. Vice President Woodings agreed that the concept is good and added that an arborist may be beneficial. Director Davis stated that he was not comfortable with the fourth bullet point on the original proposed Landscape Committee draft regarding volunteer residents on a Landscaping Committee policing other maintenance associations, i.e., advising the Board of Directors of non-compliance with landscaping standards. Director Fenner agreed that the draft of the Landscaping Committee responsibilities needs to be re-worked. (Exhibit B)

Director Mavity stated that the proposed Landscaping Committee might be tried for a limited time, perhaps for one year or eighteen months. A motion was made by Vice President Woodings, seconded by Director Mavity. It was,

**RESOLVED, to create a sub-committee composed of three (3) Board Members to prepare a draft charter for the proposed Landscaping Committee.**

President Ross appointed Director Fenner, Director Driscoll and Director Woodings to the Landscaping Committee sub-committee. Director Fenner requested that Staff ask for feedback from the Community in the "*Reflections*" newsletter and in the Board Summary regarding interest in the proposed Landscaping Committee and regarding members who may have expertise in the field of landscaping maintenance.

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Artificial Turf

Executive Director Figeira stated that the Association is seeking a grant from the Irvine Ranch Water District in order to install artificial turf into a portion of the Community Center grounds within the existing fenced in area, on a trial basis.

**ADJOURNMENT**

There being no further business to discuss, a motion to adjourn was made by Vice President Woodings, seconded by Director Driscoll, and passed unanimously. It was,

**RESOLVED, to adjourn the January 9, 2008 Regular Session of the Board of Directors' Meeting at 9:10 p.m.**

Submitted By:

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Robert N. Figeira - Secretary

Attest:

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Barry Ross, President