



APPROVED  
BOARD OF DIRECTORS  
MARCH 3, 2010

**MINUTES OF THE  
REGULAR SESSION  
BOARD OF DIRECTORS' MEETING  
February 3, 2010**

A Regular Session meeting of the Board of Directors of the **WOODBIDGE VILLAGE ASSOCIATION (WVA)**, a California nonprofit corporation, was held on Wednesday, February 3, 2010 at 7:31 p.m. at the Community Center, 31 Creek Road, Irvine, California.

The Board met in *Executive Session at 5:35 p.m.*, and considered the following matters: 1) Delinquent Accounts/ALS Summary Update 2) Legal Issues: WVA Parking Requirements and Agreement, Ashwood Well Easement Monitoring Request Update, Federal Trademark Renewal Update, Fence Violation Issue Update, Royal Street Berm Encroachment Update, and Window Covering Violation Issue, and 3) Personnel Matters.

The following Directors were present: Dale Cheema, Don Davis, Barry Katz, Bill Mavity, Gene Sokolski, Bob Woodings and Carolyn Smith Driscoll. Also present were: Executive Director Kevin Chudy, WVA Attorney Bill Hickey, Controller Carrier Romero, Community Relations Manager John Steeb, Maintenance Manager Tim Lett and Recreation Manager Ralph Redington.

**SPECIAL PRESENTATION**

Executive Director Chudy presented Gabrielle Minor with her CCAM certification from CACM and congratulated her on her achievement.

**ORAL COMMUNICATIONS**

**Garden Club Annual WVA Registration Fee Recommendation**

With the consent of the Board, President Smith Driscoll moved up New Business topic # 5. Woodbridge Community Garden Club (WCGC) Board Members Gary Montooth and Terri Fields were present to address the Board if necessary. Recreation

Manager Ralph Redington stated that he met with the WCGC Members last week. At that time, Mr. Redington and the WCGC Members reviewed the Club's bylaws, which are scheduled to be updated in March of this year at the WCGC Annual Meeting. Mr. Redington also noted that the WCGC intends to notify the Association whenever any WCGC Member is to receive a violation notice for any reason, but that their own Club review process will continue before turning the matter over to Community Relations. Additionally, the WVA will maintain the waiting list regarding plot changes and other assignment matters. In addition, Mr. Redington noted that the Association office will stay open late on the day of the WCGC Annual Meeting to enable residents to register to join the WCGC. Mr. Redington noted that the Staff was recommending that the Association registration fee for the Garden Club be \$10.00 per plot, to offset the Staff time for advertising, registration, document generation, maintaining files and software, etc. After much discussion, a motion was made by Director Woodings, seconded by Director Katz, passing 7/0. It was,

**RESOLVED, to adopt and set the 2010 Garden Club registration fee at \$10.00 per plot.**

Pediatric Cancer Research Foundation Half Marathon

Jonathan Pauley, representative of the Pediatric Cancer Research Foundation (PCRF) Cinco de Mayo Half Marathon on Sunday, May 3<sup>rd</sup>, addressed the Board concerning his request for the WVA to be a sponsor of the Half Marathon in exchange for an article and flyer to be placed in the *Reflections* newsletter, with the insertion fees waived. In addition, Mr. Pauley offered on behalf of the Race organizers, a 10% discount on the half marathon entrance fee for Woodbridge residents. After a brief discussion, a motion was made by Director Davis, seconded by Director Katz, passing 7/0. It was,

**RESOLVED, to authorize a March or April newsletter article advertising the PCRF Half Marathon and the waiver of the \$476.80 fee for the insertion of the half marathon event flyer in the *Reflections* newsletter and the \$148.20 flyer stapling fee, for a total of \$625.00.**

**RESOLVED FURTHER, that the Foundation will list the Association as an additional insured under the Race Liability policy, due to its status as a Sponsor.**

Woodbridge High School Marching Band

Kathy Michaels, resident at 4 Meadowgrass, spoke to the Board requesting that the Board authorize the award winning Woodbridge High School Band (WBHS Band) members to conduct a Duckie Dash race on North Lake to raise funds for the 205 band members to be able to travel to Washington, D.C. to represent the State of California at a competition and perform on the White House lawn, to which the band has already been invited. Ms. Michaels suggested other fund raising ideas and stated that the WBHS Band would possibly place monthly ads in *Reflections* regarding making donations to the WBHS Band. After discussion, a motion was made by Director Davis, seconded by Director Sokolski, passing 7/0. It was,

**RESOLVED, to direct Staff to develop a written plan for Board review and consideration to help facilitate the WBHS Band fund raising efforts, within the Association's permitted parameters for such activities.**

CONSENT CALENDAR

A motion was made by Director Cheema, seconded by Director Katz, passing 7/0. It was,

- 1) **RESOLVED, to accept the minutes from the Regular Board of Directors Meeting held January 6, 2010.**
- 2) **RESOLVED, to approve the recordation of liens for delinquent assessments for the following properties: 08901-073-02, 08981-036-01, 09285-026-05, 09285-044-02, 10339-047-02, 10348-071-03, 10371-018-01, 11363-053-01, 11656-067-02 and 12012-065-01.**

FINANCIAL STATEMENTS

The Board reviewed the December 2009 Financial Statements. Controller Romero briefly reported on various line items. A motion was made by Director Katz, seconded by Director Woodings, passing unanimously. It was,

**RESOLVED, to accept the Financial Statements for December 2009.  
(Exhibit A)**

Architectural Committee

The Board reviewed the Recommendation to Reappoint Henry Myers to the Architectural Committee. Director Mavity thanked Mr. Myers for his many years of service and dedication. A motion was made by Director Sokolski, seconded by Director Katz, passing 7/0. It was,

**RESOLVED, to reappoint Henry Myers to the North and South Lake Architectural Committee for another two (2) year term expiring February 2012.**

Finance Committee

Controller Romero briefly summarized the Finance Committee's Newsletter Analysis Recommendation that could save the Association approximately \$9,200 per year if the *Reflections* newsletter was printed ten times a year as opposed to twelve times.

Recreation Manager Ralph Redington noted that the Recreation Committee and Staff felt that January/February and March/April are slower news months, and many of the articles that appear in *Reflections* during those months are recaps of earlier articles. Mr. Redington also noted that much of the Summer Brochure information is duplicated in *Reflections*, and that he feels that publishing *Reflections* ten times per year instead of twelve times would probably not adversely affect the residents or the Association's advertising income. Mr. Redington also presented the Recreation Committee's recommendation to publish the newsletter ten times per year instead of twelve.

Several Board Members felt that the *Reflections* newsletter is an essential service and that the number of issues should not be reduced from twelve to ten publications.

The Board directed Staff to continue exploring the feasibility of sending the *Reflections* newsletter electronically via a subscription based email to the Membership. Mr. Chudy noted that he and Staff had recently participated in two webinars conducted by firms that could host the WVA's website for a fee and possibly generate opt-in electronic newsletters. After much discussion, a motion was made by Director Mavity, seconded by Director Davis, passing 7/0. It was,

**RESOLVED, to table the recommendations to print the *Reflections* newsletter ten times a year instead of twelve.**

Facilities Committee

Eucalyptus Tree Removal Request

The Board reviewed Executive Director Chudy's memorandum concerning a resident's request to remove two Eucalyptus trees on the WVA's common area adjacent to their home at 11 Southwind. The trees have been inspected twice, and have proven to be strong and free of disease. Some members of the Board had viewed the actual trees, and the entire Board agreed that there are inherent issues with eucalyptus trees that residents may need to adapt to, balancing the beauty of the trees with some inconvenience and mess. Mr. Chudy noted that the Facilities Committee had recommended that no action be taken on this request and that the memorandum had been provided for Board information in case the homeowners decided to attend a Board Meeting. The Board declined to take any further action.

Stonecreek Pool Heater Request

Maintenance Manager Tim Lett described how the one large pool heater at Stonecreek burnt up and how 2 more efficient heaters are recommended to be purchased as replacements. The two new heaters do not need factory installation, and so are available at a relatively low cost. A motion was made by Director Mavity, seconded by Director Katz, passing 7/0. It was,

**RESOLVED, to contract with SCP to replace one (1) pool heater at Stonecreek Swim Club with two (2) pool heaters to equal the BTU rating of the previous single heater, at a cost not to exceed \$4,575 with funding from Reserves.**

Recreation Committee

Shorebird Pool Hours Update

Recreation Manager Redington reported that he has sent out approximately 30 letters to residents who live nearby Shorebird Pool asking for their input regarding possibly changing the pool operating hours. Mr. Redington has received some replies, and he also continues to receive emails from residents regarding this issue, both for and against changing the pool hours. Mr. Redington has suggested that interested residents attend the Recreation Committee meetings to give their input, and he will continue to gather their opinions and report back to the Board in the next couple of months.

Global Pool Facility Hours Study Update

Mr. Redington noted that the north side pools will be reviewed in April and the south side pools will be reviewed in May by the Recreation Committee in order to assess if any pools should remain operating 24 hours a day, or if pool operation hours should be modified. A recommendation will be presented to the Board later this year.

**OLD BUSINESS**

Blue Lake Swim Club Water Feature Update

Executive Director Chudy stated that he is still waiting to hear from the Orange County Health Department regarding the disposition of the Blue Lake Swim Club Spray Feature. Mr. Chudy noted that he recently met with Orange County Health representatives and a member of Congressional Representative Campbell's office regarding the lifeguard requirements of the spray feature. These representatives suggested that the Association modify the WVA lifeguard manual to more closely reflect the specific lifeguard needs of the spray feature, e.g., there is no access to children without an adult, etc. Revised language has been forwarded to the Health Department for review.

**NEW BUSINESS**

Community Services Field Summary and Lakes Update

The Board reviewed the *Community Services Field Summary* report for December 22 to January 25, 2010. The Board also reviewed the *Front Gate and Spa Usage* report. The Board inquired whether graffiti has seemed to increase in Woodbridge recently. Community Relations Manager John Steeb stated that there has seemed to be an increase in graffiti, and that he has increased WVA patrols in these areas and he has also communicated with the Irvine Police Department about this issue.

Monthly Wi-Fi Usage Report

The Board reviewed the Monthly Wi-Fi Usage Report and asked Mr. Chudy to continue to generate the report for the Board's review for at least a couple more months.

Lakes Update

The Board also reviewed the Lakes Update from January 5th to January 26, 2010.

North and South Lake Lagoon Water Clarity

Executive Director Chudy stated that a comprehensive report detailing all studies, testing and actions taken in the past to address the cloudiness in the lagoon's water will be presented to the Board at the March Regular Session Board Meeting. Mr. Chudy continued that if the sand in the lagoons were to be replaced, the cost would range from \$43,000-\$63,000 for both lagoons. The Board stated that if the sand were to be replaced, the sand should be tested before it is purchased, and that only one lagoon should be done at first, as a test case, in order to test the efficacy of the sand replacement.

Waters Restaurant Zoning

The Board reviewed Executive Director Chudy's memorandum regarding the Board's request to determine how the former Water's Restaurant site is zoned. Mr. Chudy noted that it is zoned 4.1 Neighborhood Commercial and that permitted uses include a restaurant and medical/dental. He reported that he had passed this information along to the group petitioning the City Council and the Irvine Company. Director Mavity asked Mr. Chudy to also verify that the requirement for a river rock base for monument signs is still in the Sign Ordinance for Planning Area 15 and to verify the residential unit cap for Woodbridge.

Fallbrook Park Improvement Update

Doug Williford, Director of Community Development at the City of Irvine, informed Mr. Chudy that City of Irvine representatives would like to meet with the Association and William Lyon Homes representatives to discuss the method of distribution of Fallbrook Park neighborhood park improvement funding. Mr. Williford had informed Mr. Chudy that City staff is in agreement that the Association should receive the funding, and that the City Council is in agreement with that assessment. A meeting has been tentatively scheduled for Tuesday, February 16<sup>th</sup> at 10:30 a.m. at City Hall, and President Driscoll is scheduled to attend, along with Mr. Chudy .

The Board also reviewed the RFP for Recreation Facility Improvements at Fallbrook Park, which was sent to six firms. Mr. Chudy expects to have four proposals for architectural services for Fallbrook Park for the Board's review next month. Mr. Chudy also noted that the William Lyon Homes project calendar has been updated to commence construction in the winter of 2011, as an Environmental Impact Report is likely to be

required. Due to this development, Staff has updated the tentative project calendar to commence with the public forum in September 2010.

2010 Annual Meeting and Election Update

The Board reviewed Executive Director Chudy's memorandum concerning a preliminary meeting between the Election Committee and the Association's legal counsel held earlier this week. In response to correspondence received from Candidate Mavity and Candidate Davis, Mr. Chudy stated that the Election Committee adopted some additional written procedures and forms. Mr. Chudy also noted that the Election Committee will review The Inspectors of Election balloting instructions and letters in the next few weeks.

Request for CLAC Annual Contribution

The Board discussed the request received for a monetary contribution to the California Legislative Action Committee (CLAC) of CAI. The Board felt it would be prudent to see what type of legislation CLAC supports or opposes this session before a decision is made on a possible contribution. After a brief discussion, a motion was made by Director Davis, seconded by Director Katz, passing 7/0. It was,

**RESOLVED, to continue this issue and bring it back to the Board  
in six months for further consideration.**

Memorial Sundial Recommendation

The Board reviewed the proposed Staff recommendation and cost estimate to adopt Rules for Memorial Sundials. Mr. Chudy noted that, as pointed out by Director Mavity, the angle of the sundials needs to be changed to properly operate the sundial, and he has placed a call to the manufacturer for assistance. After brief discussion, a motion was made by Director Davis, seconded by Director Sokolski, passing 7/0. It was,

**RESOLVED, to authorized Staff to publish the following proposed  
amendments to Chapter 1 (Administration), Article I (In General), Section  
1-6 of the Rules, Regulations and Operating Policies for Member review  
and comment in compliance with California Civil Code Section 1357.130;  
and**

**FURTHER RESOLVED, to direct Staff to place these proposed amendments  
on the April 7, 2010 Regular Board of Directors Meeting Agenda, along  
with any comments received from the Membership, to be considered for**

**adoption; and**

**FURTHER RESOLVED: to postpone adoption of the sundial and mounting design pending receipt of an amended design accurately reflecting the local latitude.**

**Section 1-6. Memorial Bench, and Tree and Sundial Program**

(a) Memorial Bench, and Tree and Sundial Program

(1) The Woodbridge Village Association Bench, and Tree and Sundial Dedication Program is designed for residents within Woodbridge to place a bench with a plaque, ~~and/or~~ and/or a tree and/or a sundial within the Association property.

b) Memorial Benches

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4. The Association will purchase the concrete bench that will be placed in the Association common areas. It will be an approved Association bench with a bronze plaque, 4 inches by ~~40~~ 6 inches, accommodating up to 40 characters to be affixed to the bench.

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(d) Memorial Sundials

1) Submit a letter to the Woodbridge Village Association requesting permission to purchase a sundial, along with a proposed location.

(2) The Association staff will meet with the resident to approve the area for the installation. The location selected must allow for proper sun exposure as per the manufacturer's recommendations.

(3) The Association staff will make the necessary arrangements for ordering and delivery of the sundial. However, all funds must be forwarded to the Association prior to ordering the sundial and plaque. Checks will be made payable to the Woodbridge Village Association once the final costs are determined.

(4) The Association will purchase the sundial that will be placed in the Association common areas. It will be an approved Association sundial with a bronze plaque, 4 inches by 6 inches, accommodating up to 4 lines and 22 characters per line to be affixed to the pedestal. The plaque will be engraved with "In The Name Of...", or "In Memory Of..." The wording for the plaque must be submitted to the Woodbridge Village Association for final approval. The letter with all information will be forwarded to the Executive Director of the Woodbridge Village Association, 31 Creek Road, Irvine, CA 92604.

(5) The Association believes that a sundial has a useful life of 15 to 20 years and any gift of a sundial may remain for that period in the area chosen. However, because of the need to preserve flexibility in use and maintenance of all common areas, the Association, through the Board of Directors, reserves the right to either relocate or remove any sundial at any time. In addition, if for any reason the sundial is deemed

unsafe or unacceptable in appearance for that area, the Association reserves the right to remove the sundial, and need not replace it. Each donor shall acknowledge this understanding in his or her letter request.

Amendments to Rules related to Fees and Deposits Update

Mr. Chudy reminded the Board that these proposed Rules have been published for member review and comment and are up for consideration of final adoption next month. No Board action was required.

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

R.A.B. Meeting Agenda and First Five-Year Review Summary

Reviewed and no Board action required.

Alderwood School Site Update

Mr. Chudy noted that the Architectural Committee met with representatives from William Lyon Homes to review elevations and the site plans. Several changes to the elevations were requested, as noted in the Minutes, and the Committee hopes to meet with William Lyon again soon to review changes.

**ATTORNEY REPORT**

Electronic Transmission of Records

Attorney Hickey briefly summarized Ms. Romero's memorandum regarding the feasibility of homeowners receiving Association documents electronically. Ms. Romero reported that Asyst Data Group is working on an application to allow the electronic distribution of documents to be available later this year. The Board directed Staff to continue to research the possibility of distributing Association documents, including *Reflections*, electronically, and report back to the Board.

**MANAGER'S NOTES**

Meeting with Mayor

Mr. Chudy stated that the meeting with Mayor Kang has been postponed until a future date. The Board agreed that they may not need to meet with Mayor Kang until perhaps late summer or early fall.

**ADJOURNMENT**

There being no further business to discuss, a motion to adjourn was made by Director Davis, seconded by Director Cheema, and passed 7/0. It was,

**RESOLVED, to adjourn the February 3, 2010 Board of Directors' Meeting  
at 8:58 p.m.**

Submitted By:

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Kevin K. Chudy – Secretary

Attest:

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Carolyn Smith Driscoll - President