



Approved  
Board of Directors  
May 7, 2008

**MINUTES OF THE  
REGULAR SESSION  
BOARD OF DIRECTORS' MEETING  
April 2, 2008**

A Regular Session meeting of the Board of Directors of the **WOODBRIDGE VILLAGE ASSOCIATION (WVA)**, a California nonprofit corporation, was held on Wednesday, April 2, 2008 at 7:45 p.m. at the Community Center, 31 Creek Road, Irvine, California.

The Board met in *Executive Session at 5:05 p.m.*, and considered the following matters: 1) Delinquent Accounts/ALS Summary Update 2) Non Judicial Foreclosure 3) Resident Drainage Claim 4) WVA Community Center Parking Agreement 5) North Lake Fire Pits 6) Boarding House Issues 7) Speirs/Safford Claim 8) Annual Employee Bonus Program 9) Personnel Interview Issues.

The following Directors were present: Dale Cheema, Don Davis, Carolyn Driscoll, Bill Mavity, and Barry Ross. 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, Facilities Manager Tim Lett and Recreation Manager Ralph Redington. Directors Dick Fenner and Gene Sokolski were absent.

**SPECIAL PRESENTATION**

**Neighbor Helping Neighbor Initiative**

Residents Peter Harker and Adrian Miyadi briefly presented their neighborhood based preparedness initiative called Neighbor Helping Neighbor. The purpose of the initiative is to encourage Association members to prepare for disasters and emergencies, such as earthquakes, and when there is a possibility that communications could be interrupted for 2-3 days. Mr. Harker continued that the proposed program would start with a Neighborhood Captain for 5-8 homes, and that a pilot program is

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about to be launched. The Neighborhood Captains will hand out brochures and discuss the initiative with neighbors. Mr. Harker stated that he is requesting WVA awareness and approval of this initiative, and requests to have an article inserted in the *Reflections* newsletter regarding the impending pilot program. Director Davis stated that he endorses this program and requested that Mr. Harker conduct a run-through of an actual Neighbor Helping Neighbor meeting for the Board Members, and Mr. Harker agreed to contact Executive Director Figeira about the Board Members attending one of these meetings.

**ORAL COMMUNICATIONS**

**North Lake Beach Club Fire Pits**

Dr. John Sanderson presented his concerns again regarding the fire pit wood smoke near North Lake. Dr. Sanderson passed on information about an engineering firm called Fire Science that he had contacted about the costs and work involved in possibly retrofitting the wood burning fire pits to gas burning fire pits. Dr. Sanderson requested that the Board investigate possibly removing the fire pits totally or switching to gas burning fire pits. Dr. Sanderson also stated that he felt that moving the fire pits may not fully alleviate the smoke problem and that three of the signers of the letter previously sent to the WVA regarding the smoke continue to have health issues which, he claimed, might be exacerbated by wood smoke.

Executive Director Figeira noted that Staff had researched gas burning fire pits last year and the cost estimate for retrofitting one fire pit was cost prohibitive. Mr. Figeira continued that there is no funding available from the AQMD for this possible retrofit, as the AQMD initiative only applies to residences with fireplaces. A motion was made by Vice President Cheema, seconded by Director Mavity, Director Driscoll voting yes, and President Ross and Director Davis voting no, and passed. It was,

**RESOLVED, that the Association remove two (2) of the existing fire pits and relocate one (1) of these two (2) near the lake edge, with there then remaining a total of 3 fire pits for the Members.**

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CONSENT CALENDAR

A motion was made by Vice President Cheema, seconded by Director Davis, and passed unanimously to approve Consent Calendar items number 1, 2, 4,5 and 6. It was,

- 1) **RESOLVED, to approve the Minutes from the Regular Board of Director's meeting held March 5, 2008.**
- 2) **RESOLVED, to approve the recordation of liens for delinquent assessment on the following properties:  
12490-038-03, 12012-015-03, 11672-039-02, 11670-006-01, 10349-048-03,  
10347-002-03, 10346-027-02, 09446-003-02, 09042-014-03.**
- 4) **RESOLVED, to approve the renovation of the kitchen at the South Lake Recreation Room with a cost of approximately \$23,000 with funding from reserves.**
- 5) **RESOLVED, to approve the counter top and appliance replacement in the Oak, Maple and Elm rooms with a cost of approximately \$18,300 with funding from reserves.**
- 6) **RESOLVED, to approve the replacement of existing urinals with new waterless style urinals, with a cost of approximately \$7,500 with funding from capital improvements.**

The following item was removed from the Consent Calendar and discussed individually.

- 3) Resolve to approve the construction of a concrete stage by the North Lake Gazebo, with a cost of approximately \$5,000 with funding from capital improvements.

Director Davis asked whether the Association membership that live in the proximity of the proposed stage had been notified about the description and measurements of the proposed concrete stage. Executive Director Figeira stated that the Board of Directors of the Core Association had been notified and there had not been any responses to date. Mr. Figeira continued that the stage is to be built on the existing grade and that it will be stamped concrete with river rock surrounding it and that skateboarding would be very difficult on it. Director Davis asked if adjacent homeowners have been notified and went on to recommend that this item be tabled for one month in order to notify adjacent homeowners, and to hear any concerns/feedback. Without objection, the

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Chairman directed the adjacent Members be notified and the item be brought back for consideration next month.

**FINANCIAL STATEMENTS**

The Board reviewed the February 2008 Financial statements. Controller Romero responded to questions regarding various line items. A motion was made by Vice President Cheema, seconded by Director Davis and passed unanimously. It was,

**RESOLVED, to accept the Financial Statements for February 2008  
as presented (Exhibit A)**

**LIEN FORECLOSURE**

President Driscoll stated that the Board met earlier in Executive Session and had voted, in accordance with the Associations Delinquent Assessment Collection Policy, to commence foreclosure proceedings on the lien for the following account:

- 1) **10161-025-02.**

**COMMITTEE MINUTES**

Architectural Committee

Reviewed and no Board action required.

Finance Committee

Reviewed and no Board action required.

Facilities Committee

The committee minutes were reviewed and then Director Davis made a motion, seconded by Director Mavity, and passed unanimously. It was,

**RESOLVED, Steven Babyak be appointed to the Facilities Committee.**

Facilities Manager Joe Pagan stated that the Facilities Committee had expressed that that they would like to have responsibility for the Landscaping Committee.

Recreation Committee

Reviewed and no Board action required.

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**OLD BUSINESS**

Insurance Letters

Controller Romero and the Board briefly discussed the modification to the coverage and the pricing of the earthquake coverages which were somewhat better than quoted last month when the prices were issued, and that became the general coverage the Association has; it was believed that there are adequate reserves to cover most needs in excess of insurance.

Sprinkler Park Equipment

Recreation Manager Reddington described the umbrella shaped sprinkler feature from Miracle Playground Company that is proposed to be installed in the wader at Blue Lake Pool. The equipment has a return line system and the water is chlorinated and filtered.

President Driscoll stated that the sprinkler feature should only be accessible when a lifeguard is available, and she feels the sprinkler feature should be installed before summer and requested that Mr. Reddington put a small paragraph and picture of the sprinkler feature in *Reflections* and on the website and request feedback from the membership. A motion was made by Director Mavity, seconded by President Driscoll, opposed by Director Davis, Directors Cheema and Ross voting yes. It was,

**RESOLVED, to accept the quote from Miracle Playground Company for the Vortex Umbrella Toy and installation at a cost not to exceed \$25,000.**

**NEW BUSINESS**

The Board reviewed the Community Services Field Summary report for February 27, 2008 through March 25, 2008. The number of fire pit resident complaints during that period was 1 (one).

The Board also reviewed the Lakes Monthly Summary for March 4, 2008 through March 25, 2008.

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2007 Audit

Controller Romero stated that the 2007 audit was completed by Inouye, Shively & Longtin, CPAs, and that there were no reportable conditions. The audit will be sent to the membership by April 30<sup>th</sup>. A motion was made by Director Davis, seconded by President Driscoll, passing unanimously. It was,

**RESOLVED, to accept the Woodbridge Village Association audit by Inouye, Shively and Longtin, CPAs, for the year ended December 31, 2007. (Exhibit B)**

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

AT&T High Speed TV/Video Services

Executive Director Figeira distributed a list of AT&T box locations that would have 100-200 customers each. Director Mavity noted that another Board Member volunteer is needed to replace Bob Woodings on the AT&T sub-committee. Director Ross inquired as to whether AT&T has demonstrated that all prospective sites are within the public right of way, and suggested that the Association not enter into any agreements with AT&T until all missing information is provided satisfactorily. Director Mavity stated that he would continue to investigate and report back to the Board.

IUSD Lemongrass Parking

After reviewing Executive Director Figeira's letter to Lloyd Linton at the IUSD, Mr. Figeira stated that no written response has yet been received from the IUSD.

Woodbridge Community Church Sign

After discussion regarding the fact that the Woodbridge Community Church sign does not have river rock incorporated into the design, a motion was made by Director Davis, seconded by Director Mavity, passed unanimously. It was,

**RESOLVED, that Executive Director Figeira write to Doug Williford of the City of Irvine regarding the Woodbridge Community Church Sign not meeting the specified sign criteria that has been established by the City of Irvine for Woodbridge and that the Board would like an explanation of how that matter could be corrected.**

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Residential Vehicle Parking

Executive Director Figeira noted that he had taken Greg Smith of the City of Irvine Planning Commission around Woodbridge to look at homes constructed prior to 1983 that the Association believes should have the same standards for parking spaces imposed on remodeling that the post 1983 homes now have.

**ATTORNEY REPORT**

CLAC Legislative Update - AB2806

Attorney Hickey stated that the cost for the Board Member education class that may be required if AB2806 passes has risen to \$125.00 per Director, if you include expenses. Mr. Hickey will continue to monitor this bill and report back to the Board next month.

Ombudsperson Bill – AB567

Mr. Hickey noted that Executive Director Figeira has received a lot of correspondence regarding this bill; in summary, CAI is against it, CLAC is against it, and CACM is undecided.

**MANAGER'S NOTES**

Coots

Reviewed and no action required by the Board.

**DIRECTOR'S COMMENTS**

Director Ross requested that an item regarding a Conflict of Interest Code for Association employees be added to next months Agenda.

Director Davis noted that Director Barry Ross should be thanked for his long years of service as President of the Association.

Director Mavity requested that Executive Director Figeira agendize reimbursing him for his CLAC Legislative Days trip to the State Capitol.

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**ADJOURNMENT**

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

**RESOLVED, to adjourn the April 2, 2008 Regular Session of the  
Board of Directors' Meeting at 9:00 p.m.**

Submitted By:

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Robert N. Figeira - Secretary

Attest:

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Carolyn Smith Driscoll, President