



Approved
Board of
Directors
June 4, 2008

**MINUTES OF THE
REGULAR SESSION
BOARD OF DIRECTORS' MEETING
May 7, 2008**

A Regular Session meeting of the Board of Directors of the **WOODBIDGE VILLAGE ASSOCIATION (WVA)**, a California nonprofit corporation, was held on Wednesday, May 7, 2008 at 7:35 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) Non Judicial Foreclosures 3) Small Claims Procedures 4) WVA Community Center/IUCC Parking Agreement 5) Foreclosure Transfer Policy 6) Spurgin Drainage Issue 7) Speirs/Safford Claim Update 8) Boarding House Issue.

The following Directors were present: Dale Cheema, Don Davis, Carolyn Driscoll, Dick Fenner, Bill Mavity, and Barry Ross and Gene Sokolski. 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.

SPECIAL PRESENTATION

Directors Tribute

President Driscoll thanked Directors Mavity and Davis for their many years of service and dedication as Board Members and presented them with small plaques with their names and years of service. President Driscoll also thanked Bob Woodings for his years of service as a Board Member and presented him with a photograph of the Bridge as a memento.

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ORAL COMMUNICATIONS

Proposed Permanent Stage at North Lake

Dave Juedes, homeowner at 15 Lakefront, spoke to the Board regarding his disapproval of the proposed concrete stage; he stated that his household faces the stage 24 hours a day and that he fears that pot smoking, drinking and graffiti would be problems if the stage were built.

Tricia Seminoff, homeowner at 27 Lakefront also presented her concerns regarding the proposed stage. Ms. Seminoff felt that a permanent stage would take away from the beauty of the area, and not be as favorable an area for ducks, dogs and kids.

Maurice Heaton, homeowner at 9 Lakefront, a Board member of the Woodbridge Cove Maintenance Association, stated that he feels a permanent stage is objectionable and unnecessary.

Executive Director Figeira stated that an alternative area for the stage would be researched, one possible site being the other side of North Lake. Mr. Figeira noted that the City Park has no shade and spectators would have to look directly into the sun. President Driscoll directed Staff to research alternate areas and report back to the Board next month.

Wood Substitute for Patios

Richard Baron, homeowner at 380 E. Yale Loop, residing in Garden Estates Maintenance Association, was under the impression that the WVA Board prohibits wood substitutes for patio structures, and presented his request to the Board to reconsider the perceived wood only policy for patios so homeowners would be able to replace wooden patio structures with a wood substitute, to eliminate the termite problem. Executive Director Figeira explained that the Garden Estates Maintenance Association is responsible for making this decision, and referred Mr. Baron to the Community Relations Manager, John Steeb, who then directed the owner to contact his respective Maintenance Association.

ADDITIONS/DELETIONS

Executive Director Figeira noted that the Landscaping Committee report should be added to the Managers Notes section.

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CONSENT CALENDAR

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

- 1) **RESOLVED, to accept the Minutes from the Regular Board of Director's meeting held April 2, 2008.**
- 2) **RESOLVED, to approve the Organizational Meeting Minutes from the Annual Meeting held on April 2, 2008. (Exhibit A)**
- 3) **RESOLVED, to approve the recordation of liens for delinquent assessments on the following properties: 10347-077-01, 10348-078-01, 10335-009-02, 10337-002-03, 08897-097-04, 10371-030-01, 09595-041-02, 09979-047-01, 09211-006-02, 09011-012-01, 09657-047-03 and 10345-130-01.**
- 4) **RESOLVED, to approve the expenditure of \$667.00 for Director Mavity to attend the Community Association Institute's Annual Legislative Day in Sacramento.**

FINANCIAL STATEMENTS

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

RESOLVED, to accept the Financial Statements for March 2008 as presented (Exhibit B)

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 liens for the following accounts:

- 1) **09009-044-01 and 2) 10340-004-02.**

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COMMITTEE MINUTES

Architectural Committee

Community Services Manager Steeb stated that he would recommend Henry Myers, Richard McDonough and Matt Naraghi would be up for re-appointment to the Architectural Committee at next month's Board Meeting.

Director Mavity stated that he would like Henry Myers to discuss with the Board at the next Board Meeting procedures and rules concerning individual members that decline to support an application and regarding how appeals are thereafter processed.

The Board appointed Director Sokolski as Architectural Committee Liaison.

Finance Committee

The Board reviewed the Finance Committee minutes. The Board then appointed Director Fenner as Finance Committee Liaison.

Facilities Committee

The Board reviewed the Facilities Committee minutes. The Board then appointed Director Davis as Facilities Committee Liaison. Director Davis stated that he wants to re-appoint all of his committee appointees.

Recreation Committee

The Board reviewed the Recreation Committee minutes. The Board then appointed Director Mavity as Recreation Committee Liaison.

President Driscoll stated that all current Committee member appointments would be accepted, with the exception of Director Sokolski's, whose appointment will be for one (1) month, and reconsidered at next month's meeting after has had a chance to review them.

OLD BUSINESS

Report of the Inspector of Elections

The Board briefly discussed the report from the Inspectors of Election. Director Davis asked for clarification on item number 2 under quorum. Attorney Hickey responded that members must be in good standing to be eligible to vote in the Board of Directors elections. Director Davis also requested that Staff and the Association Attorney work together to research the balloting process, to determine if

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the design could be simplified. Executive Director Figeira noted that one definite change that could take place next year is to send the Members an additional envelope with their Ballot, enabling the Member to sign their Ballot envelope and then send it to the Election firm in the additional envelope, ensuring privacy.

Gates in Fences

Executive Director Figeira and the Board briefly discussed moving forward with this draft revision rule. The Board, by resolution, directed that this proposed Rule be published to the Membership in the May Board Summary, allowing the Membership to convey their comments about the Rule to the Association by the July 2, 2008 Board Meeting. (Exhibit C)

Blue Lake Sprinkler Feature Update

Recreation Manager Redington stated that a crank operated sprinkler park feature is being shipped from the manufacturer to be installed in the Blue Lake wader for a 90-day trial period. Mr. Redington noted that this new crank mechanism has been tested, and in the future should be smooth and easily operated. The Association will install the equipment on a trial basis to make sure the crank system operates correctly.

NEW BUSINESS

The Board reviewed the *Community Services Field Summary* report for March 25, 2008 to April 29, 2008 and the *Front Gate and Spa Usage* report.

The Board also reviewed the Lakes Monthly Summary for April 1, 2008 through April 29, 2008.

The Board also reviewed the MCAS El Toro Restoration Advisory Board minutes. No Board action was taken.

North Lake Beach Club Fire Pit Letter

The Board reviewed the letter signed by fifteen (15) homeowners surrounding North Lake who indicated that they do not want the fire pits removed from the facility. No further action was taken by the Board to modify last month's changes.

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Conflict of Interest Policy

The Board reviewed the article, "Fraud Traps await Unwary Associations," and Director Ross noted that many other Homeowner Associations have this type of policy to ensure that staff members don't accept large financial contributions or gifts from vendors, and/or any contributions/gifts are disclosed to the Board. Executive Director Figeira stated that the WVA has a comparable policy in the Employee Handbook. Director Ross stated that he feels that contributions/gifts should be either completely prohibited, or at least disclosed to the Board. Directors Fenner and Cheema agreed with the concept of reasonable limits for contributions/gifts, and notification, but did not feel that a stringent ban was necessary. Executive Director Figeira will present the WVA Employee Handbook policy for the Board to review.

Korean BBQ Sign

The Board reviewed the plans for the sign for the proposed Korean BBQ restaurant, *Arirang*. Executive Director Figeira stated that the Irvine Company had no objections to the sign. A motion was made by Director Davis, seconded by President Driscoll, passed unanimously. It was,

RESOLVED, to request Staff to send a copy of the proposed Arirang Restaurant sign to the Maintenance Association in the surrounding area for their information.

COUNTY, CITY, SCHOOL DISTRICT, AND THE IRVINE COMPANY

Woodbridge Church Sign

The Board reviewed the letter to Doug Williford at the City of Irvine. Executive Director Figeira stated that the planners of the Church sign admitted that they had erred when designing the sign. Mr. Figeira continued that The Irvine Company believed that the Church must conform with Architectural Standards. A motion was made by Director Mavity, seconded by Director Ross, and passed unanimously. It was,

RESOLVED, Executive Director Figeira will write a letter to the City of Irvine requesting that the City rescind the incorrectly issued sign permit for the monument sign at the Woodbridge Community Church, as the sign does not correctly comply with the City of Irvine Zoning code.

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OCTA Advisory Committee

President Driscoll asked for volunteers to join the OCTA Advisory Sub-Committee since Mr. Robert Woodings, a previous Board Member, had been a member of this Sub-Committee. There were no Board volunteers at this time.

Cell Tower Correspondence

Executive Director Figeira stated that he had been contacted by and has provided initial property information to *Unison/American Tower* regarding a future possibility of leasing the Woodbridge Community Center roof for a possible cellular antenna site.

Great Park Letter

The Board reviewed the letter from the Great Park Board concerning their offer of a 15 minute presentation and question and answer session at the WVA Community Center at the June 4, 2008 Board Meeting. The presentation will cover park design, phasing and programs, financing of park development , and the timetable for park development. A motion was made by Director Cheema, seconded by Director Fenner, and passed unanimously. It was,

**RESOLVED, to request Staff to coordinate this presentation for the
the WVA at the June 4, 2008 Board Meeting.**

AT&T High Speed TV/Vide Services

Director Mavity noted that he and Director Davis will continue to look at proposed AT&T box locations within Woodbridge.

ATTORNEY REPORT

AB2806 – Board Member Education

Attorney Hickey stated that the new bill has the same issues as the old bill had, although it was simply a disclosure bill as presently written. He continued that CLAC will present a review of a 3 hours Board Education Course at its Conference in Sacramento. Mr. Hickey went on to say that, under the new proposed bill, a Director must still disclose both in the Election materials and in the Yearly Report, whether they

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have attended this course. A motion was made by Director Mavity, seconded by Director Sokolski, and unanimously passed. It was,

**RESOLVED, The Woodbridge Village Association Board of Directors
opposes AB2806 as written.**

MANAGER'S NOTES

Re-Cap of On-Site Manager's Workshop in Orlando, Florida

The Board reviewed the Executive Director's recap of his and Community Service Manager John Steeb's Workshop experiences in Orlando, Florida. Mr. Figeira explained how the Rainbird Sprinkler Company has headquarters in Orlando, Florida, and he showed the Board the new Rainbird sprinkler rotor heads that Woodbridge will probably be utilizing soon; these new rotor heads conserve 40% more water than regular sprinkler heads.

Executive Director Figeira also told the Board about the Celebrations Association in Orlando, which has an historical society, which is funded with \$150,000.00 a year by the Celebrations Association, and Mr. Figeira asked the Board if they'd be interested in an Historical Society for Woodbridge. This item was tabled.

Water Usage Report Card

Mr. Figeira also distributed copies of the Association's water usage "report card" which is a report issued monthly by the Irvine Ranch Water District that shows areas of Woodbridge that using water efficiently, and which areas may not be utilizing water in a cost saving manner, possibly due to leaks or other issues. Penalty charges for water over-use may be refunded if Woodbridge installs the new type of Rainbird rotor head sprinklers.

Concerts on the Lake

Executive Director Figeira distributed the schedules for the Concert on the Lakes series to the Board.

Landscaping Committee

Executive Director Figeira noted the number of people that Landscaping Committee interest forms were sent out to, and how many people responded. The Facilities

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Committee suggested that they take on this project. Director Fenner stated that he would speak to the Facilities Committee about landscaping.

DIRECTOR COMMENTS

President Driscoll took this opportunity to thank Mr. Joe Pagan for his 27 years of dedicated service.

President Driscoll also noted that she would not be present for June's Board Meeting.

ADJOURNMENT

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

**RESOLVED, to adjourn the May 7, 2008 Regular Session of the
Board of Directors' Meeting at 9:10 p.m.**

Submitted By:

Robert N. Figeira - Secretary

Attest:

Carolyn Smith Driscoll, President