

Approved
Board of Directors
December 5, 2007



**MINUTES OF THE
REGULAR SESSION
BOARD OF DIRECTORS' MEETING
NOVEMBER 7, 2007**

A Regular Session meeting of the Board of Directors of the **WOODBIDGE VILLAGE ASSOCIATION (WVA)**, a California nonprofit corporation, was held on Wednesday, November 7, at 7:32 p.m., at the Community Center, 31 Creek Road, Irvine, California.

The Board met in *Executive Session at 5:00 p.m.*, and considered the following matters: 1) Delinquent Accounts/ALS Summary Update; 2) Non-Judicial Foreclosures 3) 2008 Delinquent Assessment Collection Arrangements 4) Church Parking Agreements and City Parking Requirements 5) Legal Matters with Gates Installed in "Exhibit E" Fences 6) Legal Matters in Annexation Options for Alderwood Development 7) Robert Spurgin Claim Update 8) 2008 Employee Bonus Program.

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

ORAL COMMUNICATIONS

Sprinkler Park

Nancy Hill, a 30 year resident, presented her opposing view to the proposed Sprinkler Park. Ms. Hill stated that the park should not be built due to the water

**Regular Board Meeting
November 7, 2007**

shortage, because of the possible \$300,000.00 cost to be used for a limited number of residents and because of the risk of liability. President Ross explained that the Board has not voted to spend any monies as yet, and that a sinking fund had been established for the possible sprinkler park, and that this fund is earmarked for new facilities. Ms. Hill also stated that she felt there were better uses for this possible expenditure, such as more efficient pool heaters, another building for club meetings, etc. Director Mavity explained to Ms. Hill that the Association has reserves with funds set aside for pool heaters, etc. Director Mavity suggested that Ms. Hill look into the Water/Sprinkler Park at Woodbury to learn more about sprinkler parks. Executive Director Figeira stated that Staff would also study other less costly alternatives such as water features in waders and pools.

Architectural Violation Letter

Resident Sandy Kreutzen presented her issue regarding an Architectural ruling about the freestanding canvas topped aluminum frame awning in her back yard. She stated that the colors of the awning match her house and wrought iron, so she would like to see if this Rule could be amended. Executive Director Figeira explained that Ms. Kreutzen would want to complete a Home Improvement Architectural application and then attend an Architectural Committee meeting to request either a variance or an amendment to the Rule.

ADDITIONS AND DELETIONS

Executive Director Figeira noted to add Breakfast with Assemblyman Chuck Devore in the near future under Manager's Notes.

CONSENT CALENDAR

A motion was made by President Ross, seconded by Director Fenner, to approve Consent Calendar items number 1 through 5, and passed unanimously. It was,

1). **RESOLVED, to approve the Minutes from the Regular Board of**

**Regular Board Meeting
November 7, 2007**

Director's meeting held October 3, 2007.

- 2) **RESOLVED, to approve the Minutes from the Special Budget Board Meeting held October 17th, 2007.**
- 3) **RESOLVED, to approve the recordation of liens for delinquent assessment on the following properties:
09665-046-03, 10161-025-02, 10161-045-01, 10340-004-02,
10371-032-01, 11671-063-03, 11669-038-03, 11626-047-01.**
- 4). **RESOLVED, to approve the engagement proposal from Inouye, Shively & Longtin, CPAs, at a cost of \$11,000.00 for the audit and tax returns for year ending December 31, 2007.**
- 5) **RESOLVED, to approve the annual donation of \$5,000.00 to the California Legislation Action Committee of the Community Associations Institute.**

The following items were removed from the Consent Calendar and discussed individually.

- 6) Resolve to adopt the rule amendment for overnight parking and towing.

This proposed resolution was reviewed and Director Davis had concerns regarding overnight parking being prohibited in all facilities; he would like to offer flexibility on this point. Attorney Hickey stated that the Rule stated prohibited parking hours may vary from time to time. The Board agreed that the statement "No overnight parking is allowed except with express written permission of the Executive Director" should be added, as well as amending the rule with the phrase "specific hours", or a like statement, in the third line of the third paragraph. A motion was made by Director Davis, seconded by Director Fenner, and unanimously passed. It was,

RESOLVED, to adopt the following revised rule:

Section 8-1, (b) (10), Parking of Automobiles, Trucks and Recreational Vehicles

(10) Vehicle parking on or in Woodbridge Village Association Community Facilities, including the Woodbridge Community Center at 31 Creek Road, is authorized to Members and their Guests when they are using the facilities, provided that such parking is allowed only during those hours when the Facility is open. No

**Regular Board Meeting
November 7, 2007**

overnight parking will be allowed, except with the express written permission of the Executive Director.

The Executive Director shall determine from time to time the hours each Community Facility, including the Community Center, is open to Members and their Guests, and during which parking will be allowed, and the specific hours during which overnight parking will be prohibited. All improperly parked vehicles, including those owned by Members and their Guests, are subject to fines and towing. The Executive Director shall post No Parking Signs as appropriate and as required by law.

RESOLVED, to notify the residents of these changes in the Rule for overnight parking and towing in the Board Summary and in the Newsletter.

- 7) **RESOLVE to accept the contract and proposal for Ficcadenti & Waggoner Bridge Plans from Heritage Construction Co. to repair the South and North Lake bridges at a cost of \$49,220.00.**

There was a minor question regarding the difference in specifications; Executive Director Figeira explained that the two sets of plans and bids simply had two different dates due to revisions to the plans. However, both bids reflected their respective dates. A motion was made by Director Fenner, seconded by Director Davis, and unanimously passed. It was,

RESOLVED, to accept the proposal for Ficcadenti & Waggoner Bridge Plans from Heritage Construction Co. to repair the South and North Lake bridges at a cost of \$49,220.00, with the contract form subject to approval by the Executive Director and the Association Attorney. (Exhibit A)

FINANCIAL STATEMENTS

The Board reviewed the September 2007 Financial statements. Controller Romero responded to questions regarding various line items. A motion was made by Director Davis, seconded by Director Fenner, and passed unanimously. It was,

**Regular Board Meeting
November 7, 2007**

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

LIEN FORECLOSURE

President Ross stated that the Board met earlier in Executive Session and had voted, in accordance with the Associations Delinquent Assessment Collection Policy, to commence foreclosure on the liens for the following accounts: 09658-103-01 and 10338-057-02.

COMMITTEE MINUTES

Architectural Committee

Reviewed and no action required.

Finance Committee

Reviewed and no action required.

Facilities Committee

Director Davis stated that the Web Survey may be a useful tool for communicating with the membership and directed staff to authorize this issue for feedback and suggested that the Web Survey is expanded to include all of the committees.

Recreation Committee

President Ross commended Ralph Redington, Recreation Manager, on the great job he did with the Summer Concert Series. Recreation Manager Redington stated that portable restrooms and concession stands would be considered for next year's concerts. It was also directed that Staff pass the portable restroom issue to the Recreation Committee.

Director Davis suggested artificial turf be installed in some high traffic areas and some lower traffic areas as well. Director Fenner suggested that the artificial turf

**Regular Board Meeting
November 7, 2007**

installation would be a good assignment for the Landscape Committee. Director Mavity directed staff to have Bill Riley look at potential sites for the artificial turf and come back with a recommendation.

OLD BUSINESS

Sprinkler/Water Park

The Board was enthusiastic about the possibility of installing one sprinkler play element into a wader to allow residents to sample a sprinkler park experience. The Board directed Staff to research the costs of installing one sprinkler park element into one wader in each of the four quadrants of Woodbridge, and report back to the Board in two months. Executive Director Figeira mentioned water repellant disposable diapers that are available should the sprinkler parks be developed. Executive Director Figeira also brought up the Employee Drug Tester in-office administered drug test that is available for \$5.00 per test versus the outside lab charge of \$65.00. He is continuing to research the legal aspects of these tests. Directors Fenner and Davis felt that the In-office drug test might be a good idea.

Status of Cameras at Facilities

Executive Director Figeira explained that there are four cameras at each facility and that the images from these four camera lines cannot be conveyed to the main office to be viewed simultaneously as the existing line does not have the capacity; upgraded cable must be installed that would enable the images to be viewed simultaneously. However, all cameras are always recording at the facilities. He went on to say that it would cost approximately \$6,000 to have this cable installed. Executive Director Figeira also stated that the Association would begin research regarding using infrared lights in order to see images better at night. Staff is currently researching cable installation at a lower cost.

**Regular Board Meeting
November 7, 2007**

NEW BUSINESS

The Board reviewed the *Community Services Field Summary* report for September 27, 2007 through October 30, 2007 and the *Front Gate and Spa Usage* report.

The Board also reviewed the Lakes Monthly Summary for October 2, 2007 through October 30th, 2007.

COUNTY, CITY, SCHOOL DISTRICT AND THE IRVINE COMPANY

T-Mobile Antenna

Director Davis stated that the Turtle Rock area of Irvine is proposing a similar telephone antenna on light poles; he will provide Acting Community Relations Manager John Steeb with the name of the telephone company involved. John Steeb will call the City of Irvine to get more information about this type of antenna.

OCTA Stakeholder Working Group

Reviewed and no action required.

ATTORNEY REPORT

IUSD/Alderwood School Site

Attorney Hickey discussed the annexation issues, including the correct City ordinance requiring new residential development to be annexed into the Association. Executive Director Figueira stated that this site is now called the Yale Loop Conference Center and that the IUSD has a consultant conducting a study of unused sites. The decision as to what will be done with the site may go before the IUSD Board of Directors in April or May of 2008.

Exhibit "E" Fence Rule, Revised Replacement Standards

The Board reviewed Attorney Hickey's memo detailing possible future replacement rules for Exhibit "E" fences. Executive Director Figueira explained how the Architectural Committee would be responsible for the replacement decisions. There was discussion as to how all homeowners must agree to fence replacement

**Regular Board Meeting
November 7, 2007**

materials; this would make it easier for the Board to enforce conformity of fence materials. The Board directed staff to publish the rule in accordance with the requirement of the Civil Code. Director Mavity asked if a special mailing to all affected owners was feasible. Executive Director Figeira stated that this was possible and that it would take some time, and that it will be researched. President Ross directed staff to also put an Exhibit "E" fence notice into the next issue of "Reflections". A motion was made by Director Davis, seconded by Director Ross and passed unanimously. It was,

RESOLVED, to tentatively adopt the Exhibit "E" Fence Rule, Revised Replacement Standards and to notify the Members in accordance with the requirements of the Civil Code, and to discuss this proposed Rule at the January 9, 2008 Board of Directors' meeting. (Exhibit C)

Annual Meeting – Proposed Quorum Bylaw Amendment

Attorney Hickey stated that the nomination procedure is beginning next month for the Annual Meeting. This item will be on next Month's agenda. A motion was made by Director Fenner, seconded by Director Mavity. It was,

RESOLVED, to place the proposed Quorum Bylaw Amendment on next month's Consent Calendar. (Exhibit D)

MANAGER'S NOTES

Landscape Committee

Reviewed and no action required. This will be put on next month's agenda.

ADJOURNMENT

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

RESOLVED, to adjourn the November 7, 2007 Regular Session of the Board of Directors' Meeting at 8:45 p.m.

**Regular Board Meeting
November 7, 2007**

Submitted By:

Robert N. Figeira - Secretary

Attest:

Barry Ross, President