

## **Minutes of the LVHA Board Meeting**

November 20, 2013

Meeting Called to Order: 7:33 PM.

**Present were:** Bob Schellenberg, Dale Miller, Maggie McCann, Greg Kamman and Greg Stilson.

**Approval of Agenda:** Dale Miller moved to approve the agenda. It was seconded by Bob Schellenberg and unanimously approved.

**Guest Speakers:** Students from the Marin School of Environmental Leadership gave a presentation and slide show of how using solar water heating for the pool would be beneficial to the environment and to the pocketbook of LVHA. Members of the Board and audience had various questions answered by the students. Thank you to Nick Slanec, Lucas Troller, Andrew Pham, Gabby Elias, Erin Charlton, Malcom Colbertson for an excellent presentation.

**Approval of Minutes:** Dale Miller moved that the paragraph attributed to Tim Irish regarding the Comcast boxes be stricken from the October minutes as they are incorrectly stated. The motion was seconded by Greg Stilson and unanimously approved.

Greg Stilson moved the minutes be approved as amended. The motion was seconded by Bob Schellenberg and unanimously approved with Dale Miller abstaining as he was not present at the October meeting.

**Office Manager's Report: Community Center:** We have two joyful events scheduled in the near future. The Jacobs family will host the Holiday Tree Lighting on Sunday Dec. 1st at 5:30pm. The rain date is Dec 8. The Lucas Valley Chamber Orchestra will perform at the LVHA hall on Friday Dec. 13th at 7:30 pm. It is free of charge and everyone is welcome.

**Office:** The office computer has had some fairly major computer issues in the last couple weeks. The IT guy has determined that it is time to purchase a new one. The office computer is 6 ½ years old. I'd like to request the Board to approve up to \$2000 for a new computer. This includes configuration and set-up.

The budget that was published in the Nov. Vibration had a formula that picked up an incorrect cell thereby making the total Net Income obviously incorrect – the same number as Total Expense. A corrected version, which will also include the final budget revisions approved tonight, will be included in the December Vibration. In my jetlagged stupor I missed that error and I apologize.

**Pool News:** The restroom lights have been repaired – with new ballasts and bulbs.

**Tennis Courts:** About three weeks ago Sonoma Marin Construction said they would call LVHA in about two weeks to schedule the upper court drainage project. Having not heard from them I called Monday (11/18/13) and apparently the person that is handling our project is on vacation for a couple weeks.

Today I called Studio Green to ask if they could check on this since they are overseeing this project. They said they will get back to me.

Larry is working on an estimate for the lower courts fountain either to replace or repair the unit.

**Landscape:** We recently had an owl die from rat poisoning. I have contacted the Girl Scouts and 4-H to see if they would be willing to take on an educational project about the dangers of using rodenticides. As it turns out one of the students in our neighborhood volunteers with Wild Care in San Rafael and is taking environmental classes at school and is interested in taking this on as a project. They will get back to us.

**Miscellaneous:** Homes that have sold are: 1111 Idylberry Road, 1117 Idylberry Road, 1280 Idylberry Road, 1293 Idylberry Road, 18 Mt. Rainier Court, and 228 Mt. Shasta Drive.

**President's Report:** Given by Greg Kamman. Greg reported that Roberta Miller resigned from the Finance Committee. He stated that she was a tireless worker who devoted numerous hours to the committee and he is sorry to see her go. Maggie stated that she would draft a thank you letter.

**Motion:** Dale Miller moved that the link on the LVHA website asking for donations to Marin Community Alliance (MCA), a grassroots local community group formed to protect and preserve the character of Marin County's communities and surrounding natural environment, be removed from the LVHA website until a policy regarding donation links be established. It was seconded by Greg Stilson and unanimously approved. Dale reminded everyone that BigTent is available for members use to post items of their choosing (with certain exceptions).

**Treasurer's Report:** Given by Bob Schellenberg. Bob reported that the Finance Committee recommends approval of the Social Committee's request for a \$10,000 budget for activities relating to welcoming newcomers, recreation events at the pool, the Easter Egg Hunt, the Halloween party and various other events that, in the past had been under other committees and would now be under the umbrella of the newly formed Social Committee. Bob noted that all financial reports are available in the office for review by any member.

**Items from Homeowners:** Terry Bremer explained that she was receiving a number of calls from homeowners frustrated with the installation of Comcast boxes in their yards. She explained that she had a conversation with a subcontractor and understood that some of the boxes could be placed underground. She volunteered to talk to the subcontractor with Board approval, to see if there was a more aesthetic approach to the placement of the boxes or if they could be placed underground. Tim Irish explained that he had talked to the subcontractor and understood that this could not be done. Terry explained that there was no harm in asking.

**Motion:** Bob Schellenberg moved to accept Terry Bremer's offer of contacting Solcom to ask if certain boxes could be installed underground on the condition that she work in conjunction with Tim Irish on the TV Committee. It was seconded by Maggie McCann and unanimously approved.

Mary Higgins offered to give us an estimate for revamping the website. Some months back there was a request to make certain information not accessible to everyone outside the community such as baby sitters phone numbers. Mary designed and built the current LVHA website and said that there are easier programs to use now that include more features.

**Committee Reports:** Cable TV and Internet Committee: Given by Dale Miller: Dale reported that the new contract with LVC was signed by the LVHA Board President. The committee's work has been completed and the committee currently has no issues to address.

**Public Improvement Committee:** Given by Dale Miller: Dale reported that as liaison to the PIC he had been asked by the chair of the committee to report to the LVHA Board of Directors that the committee has done all of the work that it can do on the community center project until there is a decision made by the board on whether or not the project should proceed. The committee is not responsible for the project being stalled.

The PIC has provided the BOD with two alternatives to upgrade the community center. The Finance Committee has indicated that the most economical way to finance these alternatives is to collateralize the LVHA property to borrow funds.

In response to requests from several homeowners, Greg Kamman noted that some members of the Board would like to provide a third alternative that focused mainly on addressing ADA issues as a

first phase so that the project can be self-financed rather than having to collateralize LVHA property. Other phases of work could follow pending availability of funds.

He explained that it may be difficult to get more than half of the community to agree to collateralize property, which is the desired financing approach to proceed with the first two alternatives. It was also explained that having a plan for a self-financed ADA-focused alternative would provide a backup plan to bring the community center into compliance in case home-owners do not approve the more expensive alternatives. Shelley Munson suggested hiring a professional PR company to help with promoting the project.

**Equestrian Committee:** Given by Dale Miller: Dale reported that work on the fences between pastures 5 and 6, pasture 8, and pasture 10 have been completed.

The contractor chosen by the board to install the fences was the lowest bidder, Tim Mutert of North Bay Builders. North Bay Builders did not install the fence and gate for pasture 8 in the location specified by LVHA. This is likely to result in problems with the stability of the fence between pasture 7 and 8 and will create problems for the disposal of manure.

The communication between Tim Mutert and the workers installing the fence was poor. The fence boards were not properly nailed until a complaint was raised by the chair of the Equestrian Committee. A major section of the fence repairs were not complete until additional complaints were raised by the chair of the Equestrian Committee. The construction debris was not removed until several calls were made to North Bay builders. I strongly recommend that North Bay Builders not be used for any other LVHA projects.

There are now three leases that do not have accurate pasture maps included as part of the lease documentation. The rent for these three pastures has not been evaluated to determine if it should be updated to reflect the changed area of these pastures.

A new survey should be ordered to update the pasture maps to reflect the current fence line. New leases should be signed to include accurate pasture maps.

The lessee for pasture 8 has requested that the board consider additional preventative repairs on the fences on pasture 8 and that LVHA contract with North Bay Builders for the work. Since this is not urgent, I recommend that the board postpone consideration of this work until second quarter of next year when more funds will be available and bids can be obtained from other contractors.

**Motion:** Greg Stilson moved that a new survey of the horse pasture fencing be completed by ILS Engineering not to exceed \$1500. It was seconded by Maggie McCann and unanimously approved.

Unfinished Business:

**Social Committee Budget: Motion:** Maggie McCann moved that the Board approve the Finance Committee's recommendation that \$10,000 be approved for the Social Committee's budget. It was seconded by Bob Schellenberg and unanimously approved.

**Budget 2014: Motion:** Greg Stilson moved that the Board approve the revised budget for 2014 as presented by the Finance Committee. It was seconded by Bob Schellenberg and unanimously approved.

**Islands:** Bob Schellenberg reported that the County of Marin and the Fire Department wish to remove the island at Mt. Darwin as it is badly damaged and creates a hazard for fire equipment and garbage trucks trying to navigate the court. Another option is to greatly reduce the size of the island. They have asked for HOA support and would like to hear from all homeowners on the court regarding

the removal or reduction of the island. Bob has sent letters to all homeowners and has heard from most of them.

The Mt. Muir Island is still in question as there has been confusion about what responsibility and liability LVHA takes if LVHA has a hand in improving the island. The County owns these properties but they do not maintain them.

Roger and Jo Ann Nissim have been trying to get the island improved at Mt. Muir and understand the HOA's reluctance to take on liability related to the island.

Bob explained that he has recently met with Daniel Eilerman, Deputy County Administrator, to arrive at a clarification as to what LVHA can and cannot do. Mr. Eilerman explained that each island would be evaluated on an individual basis. He suggested that LVHA submit a plan and the County would evaluate it and determine whether or not they would pay for it. He also stated that anyone must obtain an encroachment permit for any work on the islands other than simple maintenance.

**New Business:**

**Committee Applications:** There are two openings on the Architectural Review Committee. Maida Brankman, Aaron Munter and Tim Irish have submitted applications.

**Motion:** Dale Miller moved that Maida Brankman and Tim Irish be appointed to the ARC for a period of two years. It was seconded by Greg Stilson. Greg Kamman, Maggie McCann and Bob Schellenberg were opposed. Motion failed.

**Motion:** Dale moved that Maida Brankman be approved to the ARC for a period of two years. It was seconded by Bob Schellenberg and unanimously approved.

**Motion:** Greg Stilson moved that Tim Irish be appointed to the ARC for a period of two years. It was seconded by Dale Miller. Greg Kamman, Maggie McCann and Bob Schellenberg were opposed. Motion failed.

**Motion:** Maggie McCann moved that Aaron Munter be appointed to the ARC for a period of two years. It was seconded by Bob Schellenberg. Dale Miller opposed. Greg Stilson abstained. Motion passes 3 to 2.

**Motion:** Maggie McCann moved that Denis Ford be appointed to the Finance Committee for a period of two years. It was seconded by Greg Stilson and unanimously approved.

**Marin Community Alliance (MCA):** Meehyun Kurtzman of MCA, a grassroots local community group formed to protect and preserve the character of Marin County's communities and surrounding natural environment made two requests of the LVHA Board: 1) to endorse MCA; and 2) to contribute \$10,000 towards a legal challenge to the recently adopted County Housing Element amendment to the General Plan. No action was taken by the Board.

**Tennis Agreement with Marinwood CSD:** Greg Kamman noted that a new tennis agreement was signed with Marinwood CSD to offer classes for children after school using the LVHA courts.

**Office Computer:** Motion: Greg Stilson moved that an amount up to \$2,000 be approved for a new office computer including configuration and set-up. It was seconded by Bob Schellenberg and unanimously approved.

**Water Fountain at Lower Courts:** Bob Schellenberg explained that the water fountain at the lower courts is completely broken. The handyman is working on an estimate; either to replace the entire unit including concrete shell or just the entire interior plumbing fixture.

Maggie McCann wished everyone a Happy Thanksgiving.

Adjournment of Board Meeting: The meeting was adjourned at 10:05 PM.