

Kentwood Home Guardians Agenda  
Monthly Board Meeting  
Wednesday February 17th, 2021 @ 7:00 p.m.

**\*\* Zoom Meeting \*\***

***Please note this is not our usual location***

Call to Order - 7:00 pm

Present: 1st VP Alyssa Bost, Secretary Tracy Thrower Conyers, Treasurer Deborah Wettstein, Office Manager Audrey Melton

Absent: Aaron Torrence

Brief Introduction of Board and Meeting Procedures

1. Preliminary Comments & Questions From The Community

- Tommy Roys:
  - Minutes are missing from the website; need to post for Davis Stirling compliance

2. Officer Reports

a. Secretary's Report – review & approve January 2021 regular board meeting minutes

- Tracy moved to approve the minutes with corrections to the Treasurer's Report as requested by Deborah, Alyssa seconded, motion carried 3-0

- Tracy presented an audit of minutes missing from the website:
  - Three sets are in draft form and will be brought to the Board next month for approval
  - Three sets don't exist, although there might be a recording for one meeting
  - The existing draft minutes will be posted on the website

b. Treasurer's Report – review & approve January 2021 P&L and Balance Sheets

- Deborah moved to approve reports for October 2020, November 2020, December 2020 and January 2021, Tracy seconded, motion carries 3-0
- Tracy questioned whether the Board previously approved the 2020 audited financials; Deborah thought they have

3. Committee Reports

a. Architectural Committee – update & report, including update re Search For Architectural Review Committee Coordinator

- No formal report, but Linda Kokelaar (a committee member) says no meetings have been held and she hasn't seen any plans
- Tracy reported that a tentative ARCC candidate has been identified and if she falls through, the Outreach Committee is ready to broaden the search
- February 22nd is an immediate deadline for 8315 McConnell; Audrey reports that the architect has been in touch
- 7506 McConnell
  - Owner was in attendance asking about his submitted plans
  - He submitted December 7th and hadn't heard back
  - It appears there was a mix up with Aaron stepping down from ARC and acting ARCC in that timeframe
  - The project is deemed "approved" by default because it was not reviewed within the 30-day deadline in our stated rules

b. Outreach Committee – update & report, including report from February 3rd Listening Session

- Alyssa reported
- 7 community members came to the listening session:
  - Wood fires were questioned
  - Illegal gas blowers were questioned
  - Excessive running of stop signs in the community was raised
  - A few questions/concerns were also submitted without the member attending
- May 5th is the next Listening Session
  - Councilman Bonin's deputy is scheduled to attend; Councilman Bonin may attend, as well, but has not yet confirmed
- The Outreach Committee is asking for a status on the attorney question approved at the last meeting; Deborah says she sent question and hasn't heard back yet

c. Operating Rules Committee

- No report

4. Operation Manager's Report

- Kudos & Complaints
  - Rooster on El Manor - Audrey sent letter
  - Stalled construction at 8363 Stewart
    - Reportedly the property is becoming vermin-infested and an eyesore
    - Construction has been underway for 3 years and counting, per neighbor

- Community member Linda Kokelaar suggests submitting an online complaint to LADBS
      - She says complaints can also be made at Councilman Bonin's Westchester office, although the office is probably closed right now during our current stay-at-home orders
    - Community member Brian Haydl had a suggestion on who to contact
  - Rental property complaint
    - Community member complained that tenants were blocking his/her driveway; Audrey emailed suggestions on approaching the tenants to discuss the issue and hasn't heard anything back
- Assessment Update
  - October through January - \$53,015 from checks and \$14,019 from Paypal were processed
  - 750 properties are still unpaid (\$38,310 in uncollected assessments), most are delinquent just this year, but Audrey's quickbooks report doesn't breakdown the delinquencies - she believes the breakdown is similar to past years
  - Audrey reports that most delinquencies are people who will claim they didn't receive the statement; she is in the process of preparing a Second Notice of Unpaid Assessment
  - Audrey is going to send out a report on how many people unpaid she has email addresses for; Tracy suggested Outreach Committee could draft a friendly reminder for members with email addresses on file
  - Audrey says it typically takes 4-5 weeks to collect on the Second Notice

## 5. New Business

- a. Review & approve request from Board to KHG members to submit an online form to the City requesting action to restore Lot 87 as the public access view lot it was intended to be

- Alyssa moved to approve the language as presented, Deborah seconded, motion carries 2-1 (Tracy abstained because she hadn't yet reviewed the language)
- The request will be emailed, posted on our website and posted to our facebook page

b. Review & approve letter from KHG to LADBS regarding Lot 87

- Alyssa withdrew this request for now; will bring it back next month

c. Approve May 15th at 1 pm or other appropriate date and time for Annual Meeting

- Tracy presented the requirements from our Election Rules that have to be met prior to Annual Meeting (90 days minimum required)
- Tracy moved to set the meeting for Saturday, June 12th at 1 pm, Alyssa seconded, motion carried 3-0

d. Set Budget Planning deadlines

- Tracy presented the disclosure package contents and statutory timeline
- Audrey is going to review last year's package and tell us tomorrow how much time she needs to review and create a draft package for the next meeting; general agreement that we may need to allocate additional paid personnel hours to meet our statutory obligations regarding the budget
- Discussion and general agreement that we should focus our March Board meeting on approving the component pieces of the budget and other components of the disclosure package
- Per Audrey, our legal counsel advised last year that the mailed version of the disclosure package can be a summary document
- Tracy clarified that we still need the full package approved and posted to our website
- Audrey thinks updating the package shouldn't take much time

6. Unfinished Business

a. Update on KHG's historical actions regarding racially restrictive covenants

- Alyssa reported on her research regarding KHG's actions to purge racial covenants in the association's original DPRs
  - In May 2000, KHG filed requests for all 23 KHG tracts with the Recorder's Office of Los Angeles County to remove the restrictive language and to include a cover letter in red print stating that restrictions based on race, color, religion, sex, familial status, marital status, disability, national origin or ancestry are illegal and any person who finds the language in his or her chain of title can request removal pursuant to Government Code §12956.1
- Alyssa renewed her motion from last month to put a statement from the Board regarding racial injustice in the history section of our website, our escrow package and in the Annual Meeting program
  - Alyssa moved, Deborah seconded, the motion carried 3-0

#### b. Legal Bills & Budget

- Tracy will bring this item back next month as an executive session item

#### c. Signers on KHG bank accounts

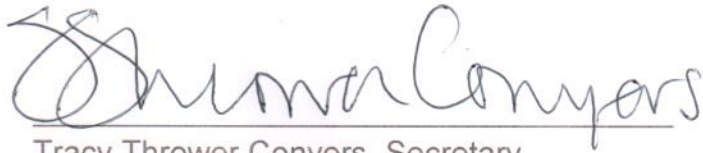
- Deborah and Aaron have the paperwork they need to get on KHG's accounts as signers

#### 7. Further Community Comments

- Sheila Weinberg
  - Are we putting a deadline on Lot 87 submissions by members?
  - She supports a letter from the Board asking for Lot 87 action
- Tommy Roys:
  - Wants copy of Feb and May minutes before they are approved
  - Regarding the community member having a problem with tenants blocking their driveway, she suggests calling DOT for towing

- She objects to the Annual Meeting delay approved at this meeting
- She wants draft minutes on the website even prior to approval

Adjourn Meeting - 8:17 pm

A handwritten signature in cursive script that reads "Tracy Thrower Conyers". The signature is written in black ink and is positioned above a horizontal line.

Tracy Thrower Conyers, Secretary