

Kentwood Home Guardians Minutes

Monthly Board Meeting - Tuesday, November 8, 2016 @ 7:00 p.m.
Fire Station #5 8900 S. Emerson Ave.

1. **Call to Order:** Called at 7:06pm by Greg Melton
2. **Officer Reports:**
 - a. Secretary's Report:
Approve minutes for October 11, 2016 meeting
 - b. Treasurer's Report: Bank account information
Profit & Loss:
 - Funds used to receive advice from lawyers to enforce DPR's.
 - Reserve money required for future lawsuits
 - Board approval required before
 - Past due as of 12/01; Late fees & finance charges assessedApproved.
3. **Committee Reports:**
 - a. Architectural Committee: Plan review update
 1. Westlawn: Under construction; Plans required; New developer (MLD Properties)
 2. Wyncoop: Setback foot and a half
 - b. Outreach Committee
 - Community Connections Event – January 29, 2017
 - a. Table Banner: may have one or one may be able to be donated
 - b. Volunteers required
 - Web Payment for dues
 - a. Paypal: cost \$0.60/transaction
 - b. Add \$1 for online payments
 - Manual Payments
 - a. Next assessment to include Payer and tract number.
 - b. Possibility of paying multiple years was discussed, but rejected as too complicated.
4. **Operation Manager's Report:**
 - a. Assessment Update
 - Add Lot tract number, Payer, received large amount email addresses received.
 - Possibility of creating assessment notifications that have specific sizes
 - Assessment forms must be kept for a year.
5. **New Business:**
 - a. Discussion on Bonin's proposal to use Westchester Fire Station for Homeless
 - No proposal on what to do with the fire station.
 - Bonin Survey: Possible location for transitional housing or to be sold for such housing.
 - Fire station sits within Kentwood boundaries.
 - Member: It is a possible site for companies or schools in lieu of transitional housing?
 - Member: May be good to assess neighborhood response to plans for fire station.

- Outreach Committee to set up poll asking if people are interested in having a transitional housing establishment.
- Member: Pose same questions as Bonin on our site and give feedback to Bonin?
- b. Approval of Arch Guidelines; Non-Arch Nuisance and Alternative Dispute Resolution
 - Member: Maybe use a different word than denied
 - Timeline for submitting approval technically should be handed in before being sent to the city.
 - DPR is a deed restriction and is received with deed.
 - Outreach Committee is working on a welcome package to new families to include the guidelines.
 - Member: 30 days to review & respond; plans assigned ASAP - no possibility of timing game.
 - Member: Adding architectural guideline into annual assessment plans.
 - Member: Levying a fine equates a lien; other options include fining a fee.
 - ** Approved
- c. Approval of Nuisance Letter: Notice to Cease & Desist DPR Violations
 - DPR prevent authority & involvement in nuisance; terming vague still needs to be defined.
 - ** Approved
- d. Approval of Nuisance Letter: Notice to Cease & Desist Unapproved Construction
 - ** Approved
- e. Alternative Dispute Resolution
 - ** Approved
- f. Dissemination of addresses and tract numbers
 - Proxy votes

6. Old Business:

- a. Code of Conduct – Still need signed copies from George, Marion, and Ilan.
- b. Update on quotes for KHG phone, insurance policies, accounting services and printing
 - Need information & passwords

7. Community Comments:

- a. Newsletter: member questioned addition of business name as newsletter editor.
- b. Fundraising: member questioned increasing newsletter without any indication of fundraising plans
- c. Operations Manager Pay: member questioned amount being paid to Ops Mgr. Was advised that current office manager is receiving the same pay previous office manager was receiving.
- d. ICO: member questioned board member's objectivity regarding ICO. Was advised that board member is very careful to disclose when opinions are personal and not association's opinion.
- e. Culver City:
 - Entrada Office Building (12 Floors): member asked for letter in opposition to project for next day's hearing. Was advised that project is outside our boundaries and any letter would be outside our scope of authority. Board member volunteered to help member notify community through NextDoor of public hearing.

8. Adjournment: Called at 8:36pm by Greg Melton