

Kentwood Home Guardians Monthly Board Meeting

Meeting:	July 11, 2017 Meeting	Date:	July 11, 2017	Start:	1906
Purpose:		Location:	Fire Station 5, 90045	Finish:	2030
Directors Attendance:	President: Tracy Thrower Conyers, Vice President Aaron Torrence, 2 nd Vice President: absent, Secretary: Colleen Fracisco, Treasurer: Todd Harris, GM: Audrey Melton	Recorder:	Colleen Fracisco		

MINUTES

Minutes should reflect decisions and reasons for those decisions, not conversations with resident's names.

<i>Strategic PPM Measures</i>	<i>Topic</i>	<i>Reporting</i>	<i>Discussion Summary</i>	<i>Commitment/ Progress (Action, Status, Outcome)</i>	<i>Accountable (Who/When)</i>
<i>(President)</i>	Call to Order (10 min)	Tracy T.C.		<u>June Minutes</u> <ul style="list-style-type: none"> Approved Second 2nd contingent upon review of motions 	Tracy, Marion and Audrey to review and resubmit minutes
	Officer Reports: Review of Minutes (10 min)	Tracy giving former Secretary Report	Review of May minutes		
	Treasurer's Report	Todd	<ul style="list-style-type: none"> Meeting set for monthly reports for next agenda Meeting set for final succession planning for hand over 	<ul style="list-style-type: none"> Todd to f/u (follow up) 	<ul style="list-style-type: none"> Todd to f/u

<p>Committee Reports Architectural Committee (25 min)</p>	<p><u>Explain updates to neighbor: Setting up survey of neighborhood</u> Compiling a list of construction</p> <ul style="list-style-type: none"> • Under review and under construction • Taking lists and making final document • Website is under construction to pin addresses of new construction under review • Maps on DPR will be layered on one site for easy access and a link • Part of this is a community out-reach to educate: seeking help to notify KHG if planning to remodel or build, which includes architectural plans, and recording information, KHG review of information • Currently 47 homes, (that we are aware of), are under construction many have not submitted plans • KHG community members will be receiving letters requesting plans • Intent recording information <ul style="list-style-type: none"> ○ Then notify owners of what plans we need survey plot architectural plans ○ New FAQ list will be included on website related to what is required to submit to KHG for building approval • Minimizing paper and moving info on line <ul style="list-style-type: none"> ✓ Online info will eventually be updated monthly ✓ GO live date will be announced ✓ Architectural dashboard requirements needs to be updated <p><u>Plan review update</u></p> <ul style="list-style-type: none"> • 23 plots • 22 DPR's <p><u>New Construction</u></p> <ul style="list-style-type: none"> • as above <p><u>Grinder Project</u></p> <ul style="list-style-type: none"> • Planning land use committee (PLUC) mgt July 28th 	<p>Tracy asking KHG members to volunteer information GM if there is construction occurring at a location</p> <p>Board Asking community to</p>
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			<ul style="list-style-type: none"> ✓ 86 to 87 units ✓ Variance for 5 stories based on providing 8 low income housing units, which will give them 75ft tall building allowance ✓ ½ parking spot per bedroom ✓ Concerns for size, parking, ✓ Traffic study has not been done yet ✓ Developer has a PR meeting w/ PLUC 6:30 July 18th: *Concerns need to also be brought to the public meeting ✓ Suggestion for community awareness encourage letter from builder ✓ Additional curb cut should be brought up: b/c it is an L shape and it backs up against free standing homes: is in part of KHG and they also need to adhere to our DPR's 		attend
	Outreach Committee		<p><u>Facebook page; website</u></p> <ul style="list-style-type: none"> • Started page: announcements are included • Concerns with website public comments are being left: no moderation at the moment • Legal public policy: is this the place where discussions should be had? <p>Public can make comments: this will be added in the future and there will be a KHG response section will be review- encouraging residents to pls come to meetings.</p>		
	Operation Manager's Report		<ul style="list-style-type: none"> • <u>Notice of 6ft fences</u> • Noting who is building • Who has fences • Unkempt properties • Phone calls about concerns : unkempt properties <ul style="list-style-type: none"> ✓ Trees growing into other properties hedges over growing ✓ what to enforce based on DPR's and city regulations...??? ✓ Increase in real-estate sales • Audrey help: Could get an assist to help with this large job 		

KHG Monthly Board Meeting MINUTES

Strategic PPM Measures	Topic	Reporting	✓ Discussion Summary	Commitment/ Progress <i>(Action, Status, Outcome)</i>	Accountable <i>(Who/When)</i>
	Member complaints; Request for KHG involvement?	Tracy	<ul style="list-style-type: none"> Emails have been sent to KHG president with concerns for KHG to be more involved 	<ul style="list-style-type: none"> Tracy 	Tracy
	Report on transfer fee income				
	New Business		Delinquent dues: how to address. For future agenda Davis Sterling for collecting liens/dues/ delinquencies- checking collection policy and send letters, need to act in 120 days or loose you lien rights (as verbally reported by community member) Fact needs to be checked. Audrey reports there are 372 who are out of compliance.		
	Old Business: Old Westchester fire station		Identified Old Fire house 5 on 85 th Place: City property to sell but not up for sale yet.		
	Community Comments		Resident: Concern about the minutes from May. What is what the motion and who voted yes or no: nor does it say what was approved? Clarify the motion was to approve architectural committee report <ul style="list-style-type: none"> ✓ Add community input regarding questions related to minutes ✓ Budget through march 31st budget vs actual: how things are progressing and spent: and make it available for community ✓ Want board to send certified letters to delinquent members ✓ Follow policy drafted by lawyer for delinquencies Another resident: Question about: Monetary penalty for hedges and trees and concerns about enforcing them <ul style="list-style-type: none"> ✓ 2nd news letter has it gone out Answer- at the printer Wrote some things for news letter: Given to Audrey <ul style="list-style-type: none"> ✓ Report from resident neighborhood council member: 	<ul style="list-style-type: none"> David Sterling training will be done for all of board Letter from lawyer will be reviewed regarding questions Will check if letters have been sent to delinquencies Monetary fines will be reviewed with lawyer 	Audrey will review delinquencies. Send letters as with in the scope of DPR. Training date will be set up

			Manchester is cleaned up : Manchester square homeless area formerly had 2 agencies made that 208 contacts only 1 person housed. Now 22 are housed – down to under 400 homeless. Starting August 1 st LAX will be closing parts of Manchester Square in sections. 2 FTE's- social workers to help homeless get housing. Moving positively. Currently 80 tents 135 car's which is overall down by 20%.		
	Motions				
	Adjourn Meeting		How to enforce items as stated in DPR's and concentrate on: Work on escrow packages or send delinquency letters: how we are going to drill down on the definition of a nuisances based on DPR's. And will adjourn at 2030.		
		NEXT MTG:	Tuesday, August, 2017, 1900-2000, Fire Station 5		

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.


 Colleen Fracisco MSN, BSN, RN, CAPA, Secretary KHG

10/10/2017
 Date