

**Top O' Topanga Homeowners Association**

Board of Directors Meeting

Regular Session: 6:00 P.M. to 9:30 P.M.

October 27, 2008

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A CALL TO ORDER

The meeting was called to order by President Andrea Tice.  
Meeting held in the Clubhouse Library, Top O' Topanga.

B. ROLL CALL

Present: President Andrea Tice, Derek Christopher, Miriam Claire, Susan Garrigan, Neal Grabowski, Geo Snelling, Sandy Zaouk

Lordon Management Representatives: Donalea Bauer, Betty Madrid  
Guests: David Soliz/Onsite Manager/Recording secretary

C. SECRETARY'S REPORT

Sandy Zaouk motioned to approve the minutes with the following changes:  
Page 2, E. COMMITTEE REPORTS, RULES & REGULATIONS COMMITTEE: Delete 'The committee plans to tape the meetings until the minutes are done, and create a Yahoo email account to do surveys of members for input'. Page 3, F. BOARD BUSINESS, HR & Associates Audit Report: Change 'Nearl' to 'Neal'. Page 3, H. ACCOUNTS LIENED: Change 'Marian' to 'Miriam'. Page 4, Liens; Change 'Marian' to 'Miriam'. Page 4, I. OPEN FORUM, Colleen Carroll: Change 'Derek Christopher comment' to 'Derek Christopher's comment'. Susan Garrigan seconded the motion and the motion was carried unanimously.

D. TREASURER'S REPORT

"In accordance with Title 6, Section 1365.5 of the California Civil Code", the Association's reconciliation and reserve accounts have been reviewed by the entire Board of Directors.

As of 9/22/09

Total Assets:	\$1,148,522.40
Current monthly deficit:	(\$55,407.57)
Current yearly deficit:	(\$105,962.69)

\*\*\* If applicable – reason for deficit: Admin, utilities, contracted services and maintenance.  
Total Assets: Financials reviewed.

1. The following are investment accounts requiring Board decision:  
Per Board directive the following action was taken:  
Park National Bank \$25,000 – Reinvest into a 30 day CD.  
Lydian Private Bank \$40,000 – Reinvest into a 30 day CD.

E. COMMITTEE REPORTS:

ARCHITECTURAL COMMITTEE

No Report

EMERGENCY PREPAREDNESS COMMITTEE

No Report

PARKING COMMITTEE

No Report

SOCIAL COMMITTEE

No Report

ZUNI PARK COMMITTEE:

No Report

ARCS COMMITTEE:

No Report

TAX COMMITTEE:

No Report

RV COMMITTEE:

No Report

RULES & REGULATIONS COMMITTEE:

No Report

F. BOARD BUSINESS:

**Board Meeting:** The November meeting is cancelled and the December meeting will be held one week early due to the holidays.

G. ACCOUNTS LIENED:

**Foreclosures:** Susan Garrigan motioned to authorize Lordon Management to begin foreclosure proceedings on the following account. Sandy Zaouk

seconded the motion and the motion was carried unanimously. Mirian Claire recused herself.

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## I. OPEN FORUM:

Liz Cross, 111 Navajo: Property markers – David was going to check the status. This has been brought up several times by Liz. What is the status of markers either missing or in the wrong location? Per Andrea Tice, how are we going to correct the markers?

John Stevens, 1313 Zuni: On 11-13,14 and 11-17,18 the State is hosting a Golden Guardian drill which involves various state agencies. This is a drill of a 7.8+ magnitude quake that may take place. What will occur is that there will be no public services, no utilities, etc. The question is what type of plans individuals are making to prepare. On 11-13-08 California Shakeout will be held to simulate what will happen to encourage earthquake preparedness. You can register at [www.shakeout.org](http://www.shakeout.org) to participate.

The new trash enclosure has hinges sagging and doors jamming.

Gordon Le Sueur, 1126 Mohawk: Three individuals (Gordon, Delbert, and Dario) have signed up for certification by the Community Emergency Response Team (CERT) through the fire department and would like to let owners know that it is available. They are trained for triage if a large disaster occurs. Miriam noted that Tanya Starcevich had wanted to help start an emergency committee so maybe they can work together. John Stevens said that maybe he can work with them since he works with the Topanga Emergency Preparedness Team (TCEP). John indicated that if TOT can guarantee 8-12 people to commit for certification training he can help to get the training done here onsite but there has to be commitments due to the cost involved.

Mark Polifika, 1132 Mohawk: Noticed some theft of metal (sprinkler heads, etc.). He noticed that the gate between Zuni Park and the perimeter hillside where SCE has a chain/lock is not being properly closed. Mark would like to see the gate secured for security purpose. David to follow-up with SCE to

ensure SCE has a key. Also, to have Frank check the gate daily to make sure it is locked.

Suzanne Jensen, 139 Pueblo: Per Suzanne, Linda Ackerman did a lot of work previously on the emergency committee and she may be able to help provide information that had previously been gathered to help Tanya or whomever else wants to work on this committee. Andrea noted that she had attended the events too with her and not sure what information she may still have.

Donna Young, 131 Pueblo: Donna stated that about 25 people came for the neighborhood watch last week but most were from the other community and not Top O'Topanga.

J. HOMEOWNER REQUEST (waiver/reimbursement requests/architectural approval):

None at this time

NEW BUSINESS:

1. **Blue Planet work authorization:** 1. Purchase and installation for improving plant drainage around transformer and office building; \$2,648.00. 2. Purchase of anoxic mixer; \$4,842.00. 3. Purchase and installation for re-coating the plant structures; \$6,000. 4. Purchase and installation of the bulk chlorine facility; \$11,543.00.
2. **Irrigation Pump Bids:** Multi W Systems has submitted a bid to replace the irrigation pump at the Water Treatment Plant; \$17,916.62. Blue Planet has submitted a bid for the replacement of the irrigation pump; \$18,750.00. Blue Planet's bid has been selected with the provision that it matches the pricing of Multi W Systems.
3. **Meterman Gas Company:** Geo Snelling motioned to accept Meterman's bid to do underground and above ground gas leak repairs and the installation of 30 dielectric unions; \$8817.47. Miriam Claire seconded the motion and the motion was carried unanimously.
4. **Utility Interrupt Coverage:** Equipment coverage by Travelers Insurance. Sandy Zaouk motioned to accept the coverage with the provision that the coverage includes a backup generator. Derek Christopher seconded the motion and the motion was carried unanimously.
5. **Western Inspections high value appraisal:** It was noted that the pool and the pool restroom building were not included and the presentation of 2

policies have a significant difference in coverage. Further review is required.

6. **Johnny Sherm Tree Service:** Sandy Zaouk motioned to accept Johnny Sherm Tree Service bid to trim selected trees in the common area at a cost of \$475.00. Geo Snelling seconded the motion and the motion was carried unanimously.
7. **LA County water restrictions for unincorporated areas:** LA County has passed an ordinance on water restrictions and the information will be published and distributed.
8. **Pool Tables in the clubhouse:** Bids are being solicited to repair 2 pool tables.
9. **Large Tables:** Bids are being solicited for 10 large tables for usage in the clubhouse.
10. **Broken chairs in clubhouse:** Chairs are to be inventoried for repair and cost.

#### OLD BUSINESS:

1. **Southern California Edison: 7-28-08** Process to Transfer Distribution Facilities/System to SCE – Project tabled.
2. **El Dorado Engineering Report Update 9-22-08:** Blue Planet to repond on short term items to repair. **8-25-08:** Based on the report, the 'A' phases are marked as urgent and there are 12 'A' phase items which need to be addressed. Blue Planet has the list and is preparing their response regarding facility repairs. An item of concern was the cleaning of the WWTP pond. The current method of cleaning the pond is expensive (dredging, hauling, parking the water, drying, etc.). Miriam Claire suggested that there was method of using a chemical to reduce the amount of sludge in the pond and provided a contact, Russell Mosser, 310-305-9900. Another contact regarding sludge removal was Frank Kenton Engineering. Betty Madrid and David Soliz to follow-up.
3. **Board priority items:** 1. Parking 2. Water Treatment Plant 3. Electrical 4. Cathodic Protection 5. Infrastructure: Discussion on funding for the infrastructure.
4. **A.P. Electrical Systems:** Local electric company (Van Nuys) to be used on a trial basis.
5. **Cell Towers update 8-25-08:** Neal Grabowski is pursuing a potential source of revenue for the HOA and will be contacting cell tower vendors. Per Pam Moore, HOA Attorney, stated that the HOA could lose non-profit status if income from anything above and beyond assessments is allowed. Tax implication questions are to be



# Top O' Topanga Homeowners Association

Board of Directors Meeting  
MINUTES OF RECALL MEETING BY MEMBERS  
OF  
TOP O'TOPANGA COMMUNITY HOMEOWNERS ASSOCIATION

October 27, 2008

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The Recall Meeting by the members of Top O'Topanga Homeowners Association was held on October 27, 2008 at 7:00 P.M. at the Community Clubhouse. The meeting was held pursuant to written notice mailed to all members, a copy which is on file in our corporate records.

SIGN IN AND VERIFICATION OF QUORUM: 7:00 P.M.

DISTRIBUTION OF BALLOTS:

Ballots were previously mailed to all homeowners.

CLOSE THE FLOOR TO BALLOTING: 7:30 P.M.

INSPECTORS:

Inspectors of the election were: Betty Madrid, and David Soliz

RECALL ELECTION RESULTS: **Recall did not pass.**

<u>DIRECTOR</u>	<u>VOTES FOR RECALL</u>	<u>VOTES AGAINST RECALL</u>	<u>TOTAL</u>
Miram Claire	100	30	130

Respectfully Submitted:

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Name and signature of Recording Secretary

Approved:

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Name and signature of Chairman of the Meeting/President of Association