

Palisair Home Owners Association

A NON-PROFIT CORPORATION

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The association itself is a "Tract Committee" under the Declaration of Restrictions covering Tracts 15944, 15948 and 19890, and operates as such through its Board of directors and its Officers

PHOA BOARD MEETING

APRIL 17, 2017

MINUTES

I. Miriam Schulman called the meeting to order at 7:10 p.m. at her residence. Present: Miriam Schulman, Brian Bradford, Diana Ungerleider, Howard Weisberg, Chuck Emerick, Roger Broderick, Kim Bantle and Richard Blumenberg. Absent: Francine Kirkpatrick and Suzanne Weisberg. Guests present: Hal Oliver, Dawn Hill, Dan Ray, Georges Vernez and Kathryn Spellman.

II. Approval of 3-27-17 Minutes Minutes from previous meeting were reviewed and were approved as amended.

III. Treasurer's Report

a. Bank Balances Treasurer Emerick reported that checking account balance is \$21,527.92 and reserve account balance is \$24,524.84.

b. Dues delinquencies Emerick reported on his research into collection agencies and other options for collecting unpaid dues. There are currently 30 delinquent homeowners. Discussion ensued and it was agreed that a board member should send a reminder letter to delinquent owners, before using a collection agency.

c. Accounting Practices and Treasurer Duties Emerick distributed a Profit and Loss Statement, and also a Balance Sheet, and Board reviewed. He also described Davis-Stirling requirements on bookkeeping reports. He will provide monthly reports to Board and suggested that the books be reviewed by the whole Board.

IV. Membership and Governance

a. CC&R Rewrite H. Weisberg reported that a contract with the Adams-Stirling firm has been signed and payment has been made for the firm to begin the work on the CC&R rewrite.

b. For Sale and Escrows Postponed.

c. Board Policies and Procedures Postponed.

d. Admin Administrator No report; remove from agenda.

e. PHOA Data Base Emerick has uploaded data base to Admin website and will synchronize it with the Quickbooks program used by bookkeeper.

V. Plans Committee-- Bantle

a. PHOA Policy Postponed.

b. Under review:

i. 1341 Las Canoas- Koch Owner submitted plans for Final Approval; Board reviewed with Blumenberg. Plans received approval from city and are the same as what was given PHOA preliminary approval, except for some minor changes. Trampoline deck was eliminated.

Bradford moved to grant final approval for this submission, including the 3-foot height variance at the observation deck, subject to the following two conditions: site plan must be submitted showing 10-foot dimension from front property line to the observation deck, and the existing unapproved second story addition is not included in this approval. Schulman seconded; passed unanimously. Bantle will draft letter of final approval.

ii. 1055 El Medio Ave. - Chapin To be addressed in a special Board meeting on April 25, 2017 at 7:00 p.m.

iii. 1261 Las Lomas Ave. - Rothman Owners were sent letter from PHOA informing them that PHOA review for preliminary approval has not been completed and they must stop construction.

iv. 1160 El Medio Ave. - Gonzalez Owner submitted revised plans. Additional information is required by Richard Blumenberg in order to evaluate.

c. Under construction:

16058 Anoka Dr – Gonen Owner has added a planter on top of the wall that faces west. Bantle showed a recently submitted PDF of landscaping plans, and compared it with plans that were received, but never approved, in March of 2015. Owner also installed gate posts that are too high. Bantle will contact owner and request a site visit for herself, Schulman, Blumenberg and S. Weisberg.

VI. Landscape Committee— S. Weisberg

- a. **949 Las Lomas Ave. -Thomas** Georges Vernez and Kathryn Spellman, whose views are blocked by the Thomas' trees and shrubs, spoke about their unsuccessful efforts over the last 10 years to get the violation corrected, and asked for the Board's help. Discussion ensued; Bradford described the system of fines for violations that PHOA seeks to implement.
- b. **1034 Las Lomas Ave. -Vernez** No developments.
- c. **1261 Las Lomas - Rothman** PHOA sent owners a letter informing them that their trees are in violation of CC&Rs and must be trimmed.
- d. **1341 Las Canoas - Koch** Eucalyptus tree was removed; remove from agenda.
- e. **1170 El Medio Ave. - Gallagher** Schulman reported that the Barbers have asked the Gallaghers to trim their shrubs.
- f. **1200 El Medio Ave. - Barbers** Owners have asked the Gallaghers to trim trees that block their view down the canyon.

VII. Old Business/New Business

Fines for CC&R Violations At the March Board meeting, discussion was held on implementing a system of fines for ongoing CC&R violations. *Bradford moved that PHOA begin imposing fines for violations; Schulman seconded; 5 in favor; 1 opposed; motion passed.*

The meeting was adjourned at 9:40 pm.

Next meeting: **May 15, 2017** (third Monday of the month).

Respectfully submitted,



Diana Ungerleider, PHOA Secretary