

ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
a California Nonprofit Public Benefit Corporation
Board of Directors Meeting Minutes
January 12, 2023

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was held at 27307 St. Hwy 189, Suite 103, Blue Jay. Rich Scott, President of the Corporation, presided at the meeting.

Directors Present:

Rich Scott, President

Crystal Upton, Vice President

Stacey Lippert, Secretary/Treasurer

Allison Banner

Jim Taylor

Ron Dougherty

Others Present:

Zachary Ste. Marie

Call to Order: President Scott called the meeting to order at 8:10 a.m. Zachary Ste. Marie was introduced. He is a property owner who is interested in serving on AWAC.

Approval of Minutes – December 8, 2022 – Ms. Banner moved [2nd Mr. Dougherty] to approve the minutes as written. **Motion Carried.**

Treasurers Report – November 2022 – The reports were reviewed. Ms. Banner moved [2nd Mr. Dougherty] to accept the reports as presented. **Motion Carried.**

Rebuilding Together – Ms. Lippert reported that in prior years, AWAC had donated to the Rebuilding Together endeavor for homes within Arrowhead Woods. She presented the donor request and by consensus the Committee agreed to donate \$2,500 to either sponsor or provide emergency repairs for properties within Arrowhead Woods. **Motion Carried by Consensus.**

LACSD/AWAC Update – Community meetings will be scheduled shortly. Scott Mackie, a concerned Arrowhead Woods property owner, is assisting AWAC with compiling a database for assistance in securing signatures needed for a possible partnership with LACSD and the renewal of the expiring CC&Rs. The target date for obtaining the required signatures is December 31, 2023.

Tree Cutting Issues

- **Raub – Kings Crt** – The owners have completed their payments and this matter is now closed.
- **Hoang/Tran – Crest Cir** – The owner has appealed the decisions to the US Supreme Court.
- **Hall – Nadelhorn** – Owners have paid in full but have not submitted a landscape plan.
- **Prather – Jagerhorn** – This tree hearing is scheduled for January 26th at 9AM.
- **Silverman – St Hwy 173** – This is a new tree trimming. Owner has responded and has requested further information.
- **Hibard – Yukon** – Owner trimmed trees without an AWAC permit and has applied for a permit after-the-fact. Photos and site inspection conducted. It was the consensus of the Committee not to assess any damages; however, fine the owner \$195 (treble the permit fee) for failure to obtain a permit. **Motion Carried.** It was noted that Big Island on the Mainland was the tree contractor.
- **Barker – Marino – Alpen** – Mr. Scott met with the owner who is extremely apologetic and simply did not know about AWAC. He hired a contractor who left a card on his car in the Village who also has no knowledge of AWAC. After discussion, Mr. Scott moved [2nd Ms. Banner] to reduce the assessment to \$5,000 if paid within thirty (30) days. **Motion Carried.**
- **Maos – Palisades** – The Committee discussed this unpermitted tree trimming. There is no evidence to support that the trees (away from the house) were required to be trimmed by the insurance company. In speaking with ALA, they too have an open case file for this owner. After discussion, Mr. Scott moved [2nd Ms. Banner] to assess \$10,000 in damage assessments \$500 per branch and estimate of 20 branches. Further, this amount will be reduced to \$7,500 if paid within thirty (30) days, owners acknowledge AWACs authority and every effort is made to ensure that these trimmed trees survive. **Motion Carried.**

On-going Issues

- **Ausman - Tirol – Fence** – The owner has provided an alternate plan which is acceptable.
- **Emerson – Mittry – Decks** – Pending
- **Iglesias – Walnut Hills – fence** – This owner has been assessed \$15,000 for failure to meet the conditions of the hearing results. Portions of this fence are still at the property.
- **Kasbar – Palisades – Sheds** – A letter was sent to the owner giving her 30 days to provide an alternate plan.

- **Harmon – Zermatt – Retaining Walls** – Pending
- **LeFevre – Brentwood – Shipping Container/Retaining Walls** - Pending
- **Ramlagan – Vacant – Sheds/Debris** – 9:30AM -Hearing – Mr. Ramlagan, his daughter and son-in-law attended the hearing. They own the house next to the vacant lot and they use the lot as storage and for parking cars. There are 17 people living at the property and therefore, additional parking is necessary. The Committee discussed the conditions at the property and advised that no shed (or any structure or outbuilding) may be placed or constructed on vacant property. The owners could merge the lots and then apply for the shed but, as it is now, the shed is not permitted.

Owners have a variety of home improvement projects planned and will begin the application process with AWAC, look into merging lots, and ensure the lot(s) are cleaned up, cars parked appropriately, etc. They have concerns/complaints about STRs in their immediate area and were advised to contact the County for concerns. They left the meeting.

- **Sands and Green – Fairway Dr – Shed** – Mr. & Mrs. Sands, Mr. & Mrs. Green and Jacki the Greens Realtor were in attendance. The Sands recently sold their home to the Greens but were unaware that permission was required to build a shed. The Greens have received a notification from AWAC that the shed is not approved. Mrs. Sands addressed the Committee and asked if the shed could be approved after the facts. They hired contractors to level off an area, which included building a very small wall (treated wood), placed a 10x12 Tuff Shed and added electricity. They are willing to pay the permit fee and have the shed painted to match the house.

Mr. Scott advised that it appears the shed is in the setbacks and may not be approved at its current location. He will review the shed onsite and get back to both parties to advise what the next steps will be. Sands, Greens and Jacki left the meeting.

Other Business

Ms. Banner moved [2nd Mr. Scott] to appoint Zachary Ste. Marie on AWACs committee/board.

Crystal Upton has agreed to assume the Executive Director role for Stacey Lippert. Stacey will serve as a consultant, when needed.

Adjourn The meeting adjourned at 9:52 am.

Minutes approved by Stacey Lippert, Secretary

ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
a California Nonprofit Public Benefit Corporation
Board of Directors Meeting Minutes
January 26, 2023

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was held at 27307 St. Hwy 189, Suite 103, Blue Jay. Rich Scott, President of the Corporation, presided at the meeting.

Directors Present:

Rich Scott, President Ron Dougherty
Crystal Upton, Vice President
Jim Taylor

Directors Present (via Zoom/Phone Application):

Stacey Lippert, Secretary/Treasurer

Directors Excused:

Allison Banner
Zachary Ste. Marie

Call to Order: President Scott called the meeting to order at 8:14am.

Approval of Minutes – January 12, 2023 – Mr. Dougherty moved [2nd Mr. Taylor] to approve the minutes as written. **Motion Carried.**

Corporate Officer Discussion / Executive Director Voting: Discussion to be tabled to next meeting.

Treasurers Report – December 2022 – The reports were reviewed. Mr. Taylor Moved [2nd Mr. Dougherty] to accept the reports as presented. **Motion Carried.**

LACSD/AWAC Update – Mr. Scott provided update that a Zoom meeting was held with representatives of the Senators Office on Wednesday the 18th, organizations agreed to commence forward with scheduling the first community meeting, a date for early March to be set to allow for adequate notice to homeowners. LACSD and AWAC to collaborate on an agenda. Final dates to be determined.

A data base for Arrowhead Woods Owners still under research, with a goal to have a complete database by end of year (2023) to use for potential hybrid voting options (mail/e-signatures) to ensure max exposure and participation by homeowners.

Tree Cutting Issues

- **Hoang/Tran – Crest Cir** – The owner has appealed the decisions to the US Supreme Court.
- **Hall – Nadelhorn** – Owners have paid in full but have not submitted a landscape plan, calendar for follow-up with plan.
- **Prather – Jagerhorn** – Hearing 9:00AM

Mr. Gerry Prather appeared in person (9:07am). Mr. Prather stated that he hired Big Island Climbers for the trimming of the trees, and that there were safety concerns pursuant to dead branches and “widow makers”. Mr. Prather stated the tree contractor advised all trimming performed would be approved.

Mr. Scott stated that based on the area of the property that was accessible for inspection, the black oaks appear to be topped at deck line, and cedar tree, had additional large limbs removed below canopy, the current appearance of Cedar described as a “lollipop”, with concerns for the health and of all trees cut.

Mr. Prather stated he wasn’t present while the contractors were performing the work. Mr. Prather provided the invoice from the contractor for the work performed, between the two dates the tree contractors were performing work on the property (October 01, 2022 and November 19, 2022).

Mr. Prather left meeting (9:21am).

Mr. Scott and Mr. Taylor motioned for another inspection of property to confirm work performed and for committee to discuss findings of inspection to determine applicable damage assessments/plan at next meeting. Motion was agreed unanimously and carried.

- **Silverman – St Hwy 173** – Mr. Scott inspected and approved tree trimming/removal work performed (application and fee for received), matter is closed.
- **Hibard – Yukon** – Owners permit fee has been received, matter has been closed.

- **Barker – Marino – Alpen** – Owners damage assessment received per settlement offer, matter has been resolved and closed
- **Maoz – Palisades – No new Updates** - The Committee discussed this unpermitted tree trimming. There is no evidence to support that the trees (away from the house) were required to be trimmed by the insurance company. In speaking with ALA, they too have an open case file for this owner. After discussion, Mr. Scott moved [2nd Ms. Banner] to assess \$10,000 in damage assessments \$500 per branch and estimate of 20 branches. Further, this amount will be reduced to \$7,500 if paid within thirty (30) days, owners acknowledge AWACs authority and every effort is made to ensure that these trimmed trees survive. **Motion Carried.**

On-going Issues

- **Ausman - Tirol – Fence** – The owner has provided an alternate plan which is acceptable – committee to review/approve.
- **Emerson – Mitty – Decks** – Pending
- **Iglesias – Walnut Hills – fence** – This owner has been assessed \$15,000 for failure to meet the conditions of the hearing results. Portions of this fence are still at the property. Pending.
- **Kasbar – Palisades – Sheds** – A letter was sent to the owner giving her 30 days to provide an alternate plan. Pending Response
- **Harmon – Zermatt – Retaining Walls** – Pending
- **LeFevre – Brentwood – Shipping Container/Retaining Walls** - Pending
- **Ramlagan – Vacant – Sheds/Debris** –Mr. Ramlagan has been making efforts to clean up the property. Follow-up to confirm efforts continue and debris removed.
- **Sands and Green – Fairway Dr – Shed** – Committee requested that the property be surveyed/staked to confirm the location of the shed and that it's not within the setbacks or easements for utility companies (Edison). Greens agreed to have shed painted to match the house – application and fees to be submitted with plans for review. Tabled until submission of survey.

Other Business

n/a

Adjourn The meeting adjourned at 9:50 am.

Minutes Prepared by Stacey Lippert

**ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
a California Nonprofit Public Benefit Corporation
Board of Directors Meeting Minutes
February 09, 2023**

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was cancelled for February 09, 2023.

This Notice is made of record for the sole purpose of record keeping.

ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
a California Nonprofit Public Benefit Corporation
Board of Directors Meeting Minutes
February 24, 2023

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was held via Zoom platform. Rich Scott, President of the Corporation, presided at the meeting.

Directors Present:

Rich Scott, President
Crystal Upton, Vice President

Allison Banner, Director
Jim Taylor, Director

Directors Excused:

Stacey Lippert, Secretary/Treasurer
Ron Dougherty, Director
Zachary Ste. Marie, Director

Call to Order: President Scott called the meeting to order at 10:20am.

Secretary Pro-Tem: In absence of the secretary, President Scott motions for Crystal Upton to act as Secretary Pro-Tem for the purpose of taking and preparing meeting minutes. **Motion Carried**

Purpose of Meeting: Due to weather conditions, a meeting was called and made available through the Zoom platform for the sole purpose of discussing unapproved tree cutting at 901 Jagerhorn.

Tree Cutting Issues

Prather – 901 Jagerhorn Drive:

Matter carried from January 26th hearing of unapproved tree cutting at 901 Jagerhorn Drive.

President Scott called a closed meeting at 10:22am for board review of information and actions related to tree cutting.

President Scott called Regular meeting back to order at 10:32am

Settlement offer as discussed in closed meeting to be submitted to homeowner(s) of 901 Jagerhorn Drive. Settlement to be submitted as soon as weather conditions allow.

Motion Carried

Other Business

None

Adjourn The meeting adjourned at 10:35 am.

Minutes prepared by Crystal Upton

ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
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Board of Directors Meeting Minutes
March 09, 2023

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was cancelled for March 09, 2023.

This Notice is made of record for the sole purpose of record keeping.

ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
a California Nonprofit Public Benefit Corporation
Board of Directors Meeting Minutes
March 23, 2023

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was cancelled for March 23, 2023.

This Notice is made of record for the sole purpose of record keeping.

ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
a California Nonprofit Public Benefit Corporation
Board of Directors Meeting Minutes
May 10, 2023

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was cancelled for May 10, 2023.

This Notice is made of record for the sole purpose of record keeping.

ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
a California Nonprofit Public Benefit Corporation
Board of Directors Meeting Minutes
June 14, 2023

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was cancelled for June 14, 2023.

This Notice is made of record for the sole purpose of record keeping.

ARROWHEAD WOODS ARCHITECTURAL COMMITTEE, INC.
a California Nonprofit Public Benefit Corporation
Board of Directors Meeting Minutes
July 12, 2023

The regular meeting of the Board of Directors of the Arrowhead Woods Architectural Committee, Inc. was cancelled for July 12, 2023.

This Notice is made of record for the sole purpose of record keeping.