

GREEN CIRCLE SERVICE CORPORATION

... serving the Taormina community ...

1129 MARICOPA HIGHWAY - PMB # 107
OJAI, CALIFORNIA 93023

REGULAR MEETING OF THE GREEN CIRCLE SERVICE CORPORATION BOARD OF DIRECTORS

MINUTES – DECEMBER 3, 2015

CALL TO ORDER

This regular meeting of the Green Circle Service Corporation (GCSC) Board of Directors was held on Thursday December 3, 2015 at 117 Taormina Lane, Ojai, California. The meeting was called to order by Jon at 4:10 PM.

The following Board members were present:

Trina Grantham
Jon Lambert,
Stephanie O'Neill (arrived 4:55 PM)
William Painter,
Leslie Schreiber,
John Sherfey, and
Kristin Storey.

Community member Linda Lambert was also present.

MEETING NOTICE

Notice of the this Board meeting was posted by Jon Lambert on November 25, 2015 on the community bulletin board between 98 and 100 Taormina Lane.

1. APPROVAL OF MINUTES

Kristin moved and Leslie seconded the motion to approve the attached minutes of the Board meeting held October 22, 2015. The motion was carried by unanimous voice vote.

2. REPORTS & DISCUSSIONS

Finance

The Board reviewed a December 1 report of past due assessments and unsatisfied judgements. The consensus was that no board action be taken at this time.

Refuse Collection & Removal

The Board reviewed the ongoing level of collection area misuse, that is the discarding of prohibited items and the discarding of items outside the collection bins. The Board discussed the potential effects of adding signage or revising the location of existing signage. The range of opinions was expressed: from additional signage might reduce misuse to additional signage might present visual clutter and reduce the effectiveness of existing signage. The consensus was that no additional signage will be added at this time, but that relocation of existing signage to locations possibly more effective will be considered and possibly implemented by Trina.

Street Lamps

The Board discussed the operational status of individual parcel street lamps. The consensus was that the number of street lamps currently nonoperational is disappointing. Trina will continue her work with other community members to develop and distribute informational material reminding residents of the requirement to maintain an operational street lamp, and providing leads for street lamp repair.

Board Elections

Linda provided a report of the recent Board election: 26 ballots were submitted and counted; there were 7 nominees and 7 elected Board members; and election records are maintained at 11 Taormina Lane. Trina moved and John seconded the motion that the Board accept the election results. The motion was carried by unanimous voice vote.

Board Officers

The election of Board officers was discussed, and the consensus was to postpone officer election.

Parking Complaints

The Board discussed complaints of parking problems that several Board members have received from residents. Three specific vehicles were identified by complainants:

- 1) Texas-Bragg trailer, California license plate 4DT1269, reported parked for several months,
- 2) 2002 GMC truck, California license plate 6W02203, reported parked for several weeks without current registration displayed, and
- 3) 1996 Lincoln sedan, California license plate 3NKC454, reported parked inoperable and leaking fluids for over a week.

Bill moved and Kristin seconded that the Board authorize parking controls enforcement in accordance with GCSC Resolution 2015-001 for the three vehicles identified above. The motion was carried by unanimous voice vote.

Board member Stephanie O'Neill arrived.

Road Condition & Maintenance

The Board reviewed two Western Oil Spreading Services (WOSS) crack sealing proposals, one for \$4,418 & the other for \$4,556, that were provided by Jon to the Board on November 1.

The Board discussed the various road patching, crack sealing, and surface treatment options and reached the following consensus:

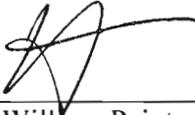
- 1) to repair holes on Arundale Access Road without delay. Kristin moved and Bill seconded the motion to authorize up to \$600 expense for immediate patching of holes in Arundale Access Road. The motion was carried by unanimous voice vote. Jon will arrange to have the work completed.
- 2) that it is not possible in this Board meeting to objectively determine road condition and complete the engineering and financial analyses necessary to develop a valid time-based maintenance plan, and that this task is best

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assigned to a road committee to report back to the Board. Bill agreed to lead the road committee with the objectives to develop, with expert input and review, a paving management plan, to provide financial analysis of the plan, and to document methods and information sources used.

5. ADJOURNMENT

The meeting was adjourned by Jon at approximately 5:55 PM

Prepared By:  Dec 12, 2015
William Painter, Secretary Date

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REGULAR MEETING OF THE GREEN CIRCLE SERVICE CORPORATION BOARD OF DIRECTORS

MINUTES – OCTOBER 22, 2015

CALL TO ORDER

This regular meeting of the Green Circle Service Corporation (GCSC) Board of Directors was held on Thursday October 22, 2015 at 111 Taormina Lane, Ojai, California. The meeting was called to order by Jon at 4:08 PM.

The following Board members were present:

Trina Grantham
Jon Lambert,
William Painter,
Leslie Schreiber,
John Sherfey, and
Kristin Storey.

Board member Robin Gerber was absent.

Community members Linda Lambert, Carol Smith, & Helene Vachet were also present.

MEETING NOTICE

Notice of the this Board meeting was posted by Jon Lambert on October 15, 2015 on the community bulletin board between 98 and 100 Taormina Lane.

1. APPROVAL OF MINUTES

John moved and Leslie seconded the motion to approve the attached minutes of the Board meeting held June 4, 2015. The motion was carried by unanimous voice vote.

2. REPORTS & DISCUSSIONS

Finance

Bill reported that our claim against the Perkins Estate was not awarded by the Small Claims Court because the defendant, the Estate's personal representative, successfully argued that before November 13, 2014, it was the Perkins Trust that owned the property. In addition, there is a four month limitation for filing claims in Probate Court cases. For these reasons, the Board consensus was that efficient collection of the amount due is highly unlikely. Leslie moved that GCSC expense the Probate Pending asset amount of \$639.95. Kristin seconded the motion. The motion was carried by unanimous voice vote.

Sharing of Road Maintenance expenses by the property owner(s) served by Arundale Road, but not subject to the 1977 Taormina Theosophical Community subdivision CC&R Declarations, was discussed. Bill reported that based on the current GCSC budget and the fiscal year ended September 30, 2015, Road Maintenance expenses (that

is, Assessments less Refuse Collection and Removal expenses) are close to \$50 per quarter per dwelling unit (at 76 dwelling units). The Board consensus was that GCSC should ask the property owner(s) served by Arundale Road, but not subject to the 1977 Taormina Theosophical Community subdivision CC&R Declarations, to contribute \$150 per quarter (3 known dwelling units @ \$50 per dwelling unit) to Road Maintenance expenses beginning January 1, 2016. Kristin moved that Bill write a letter to the affected property owner(s) explaining GCSC's position on this, and begin billing \$150 per quarter on January 1, 2016. Trina seconded the motion. The motion was carried by unanimous voice vote.

Election of Board Members

Linda reported that nomination forms were mailed October 21, and the deadline for submitting nominations is October 31.

Refuse Collection and Removal

The ongoing and general disappointment over the misuse of the refuse collection area was discussed. It was generally acknowledged that the discarding of prohibited materials, the dumping of items outside the collection dumpsters, and the accumulation of debris on the floor of the collection area is disappointing and discouraging to the Board and many community members. Several possible actions to control misuse were discussed: hire help to maintain the refuse collection area, secure the collection area and supervise refuse collection, and/or install video monitoring. The consensus was that the most efficient action at this time is continued monitoring and feedback by involved community members.

Street Lights

The relatively low level of street light operation and maintenance by parcel owners was discussed. The consensus was reached that the most effective feasible action at this time is to communicate to property residents and owners the valuable contributions that operation and maintenance of the street lights can make to our community; this possibly accomplished with an insert in the billing statements.

Road Maintenance

The condition of our roads, and possible road maintenance action was discussed. Jon presented two proposals for maintenance work from Western Oil Spreading Services Incorporated (WOSS).

The first proposal, 26640 dated October 16, 2015, was to 1) repair approximately 60 SF of sunken and low spots on Arundale Road, and 2) clean and seal 3/8" to 1/2" cracks and apply type 2 road slurry surface treatment to Taormina Lane (excluding Arundale Road) for \$49,405 (for parts 1 & 2).

The other proposal, 26662 dated October 19, 2015, was to 1) repair approximately 60 SF of sunken and low spots on Arundale Road for \$1,942, and 2) clean and seal 3/8" to 1/2" cracks and apply asphalt sealer surface treatment to Taormina Lane (excluding Arundale Road) for \$22,658 (\$24,600 for parts 1 & 2).

The Board discussed the condition of the roads and the long term cost-effectiveness of contracting for road maintenance (i.e., fog seal, slurry coat, and/or crack sealing) in the near future. The full range of opinions was expressed by various Board members, from

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the opinion that a surface treatment and/or crack sealing is needed before winter rains to prevent pavement failure, to the opinion that the road surfaces are currently in adequate condition to withstand winter rains without significant pavement failure.

The Board did reach consensus on three issues: 1) consider an alternative road maintenance action of crack sealing only, and continue road maintenance deliberations at the next meeting, 2) the hole(s) on Arundale Road should be repaired without delay, 3) the roadway gutters and drain inlets should be cleared of debris so that storm water runoff can freely drain.

Kristin moved that the Board request a proposal for sealing cracks on all GCSC roads. John seconded the motion. The motion was carried by unanimous voice vote. Jon will request the proposal.

5. ADJOURNMENT

The meeting was adjourned by Jon at approximately 5:55 PM

Prepared By:



William Painter, Secretary

NOV 10, 2015

Date