

# ROYAL CANYON PROPERTY OWNERS ASSOCIATION

## REGULAR BOARD OF DIRECTORS MEETING MINUTES

MONDAY, JULY 10, 2017

### **I. Call to Order and Roll Call**

~7:00 PM — President Cheryl Frees-Yvega called to order the regular meeting of the RCPOA Board of Directors at the home of Director Lyn Foster, the President being in the chair and the Secretary being present.

Directors present

Lyn Foster, Cheryl Frees-Yvega, Armine Hacopian, Bruce Hinckley, Richard Lee, Barbara Mastro, Wendy Myers, Tina Parsegian, Armine Perian, Leanne Reynolds, Beth Volpe, Todd Yvega.

Directors absent

John Wolff.

### **II. Approval of Minutes From the Previous Regular Board Meeting**

~7:00 PM — Secretary Todd Yvega presented.

Draft minutes of the May 8 Regular Board Meeting

- Initially distributed to the Board on Sunday, May 28 by email (Wiki URL and PDF attachment).
- The President redistributed the draft minutes (without revisions) on Monday, June 26, along with the agenda for this meeting.
- As of last Saturday at 20:00 there had been no further edits made to the document on the wiki.

The Secretary asked the Board for any corrections or alterations prior to approval. None were offered. The minutes are approved as distributed.

### **III. Open Issues**

#### **1. Membership Committee Report**

~7:02 PM — Vice President and Membership Committee Chair Wendy Myers presented.

- 294 members currently.
- Wendy has called on nearly every un-renewed former member.

~7:04 PM — Lyn Foster: Monique Poon (Owner of Minuteman Press of Glendale), was recommended by Tina Parsegian to print our signs. Monique did excellent work and gave us a discount, yielding a lower price than our previous printer. And she lives nearby in the Glen Knolls neighborhood. Lyn suggested that we show appreciation by granting Monique an honorary membership.

Motion by Cheryl Frees-Yvega: *"Grant Monique Poon an associate membership in appreciation of her printing services, to be considered for renewal annually."*

Motion seconded and carried unanimously.

Richard Lee: Last year at this time there were 291 members (not including honorary members), so the current membership count exceeds last year's. So kudos to Wendy.

~7:07 PM — Wendy said that after the Summer Social each year, she would like to start recruiting members for the following year. She proposes to offer residents an option to apply their dues toward the current year, the subsequent year, or to pay dues for both years.

Motion by Cheryl Frees-Yvega: *"After the Summer Social each year, new members have the option to apply their dues to the current year, or to the following year, or to pay dues for both years."*

Todd Yvega seconded. Floor opened for discussion.

Some questions were asked due to misconceptions that those who pay near the end of the year get a better deal than those who pay earlier. That situation did exist until 2017 due to the \$25 "Late in the Year" Membership Special. At the [October 2016 Board meeting](#), on Wendy's recommendation the Board voted to revoke the Late in the Year Special effective 2017. The purpose of the current motion is to enable Wendy to continue to make membership calls after the Summer Social.

~7:10 PM — Motion carried unanimously.

## **2. Brush Clearing Update**

~7:10 PM — Armine Hacopian presented.

- Some areas belong to the County, some to the City, and others subcontracted to the Fire Department.
- Armine said it has been very difficult ("pulling teeth") to determine who is the appropriate contact person for each of these areas.
- Lyn Foster said she has had trouble getting the City to maintain its property as the City expects homeowners to maintain theirs.
- Armine added that many of the private residences have excess dry shrubbery, and that the dead palm leaves are accumulating.

- Armine pointed out that if there is a fire in the hills many wild animals will come down into the neighborhoods.
- If there is a number to call for brush clearance on City or County property, it should be posted on our website.
- Armine will keep us posted on further developments.

### 3. Glendale Civic Auditorium Historical Nomination

~7:16 PM — Cheryl Frees-Yvega and Armine Hacopian presented.

- The Glendale Historical Society is looking to nominate the Civic Auditorium to the California Register of Historical Resources.
- There appears to be no down-side of the designation. If the Glendale Community College purchases the Civic Auditorium and it thus becomes State land, the State would have to adhere to the historical designation. If a developer purchases it, they would have to adhere to the historical designation. Even the parking lots, if not part of the designation, would be somewhat protected because the proximity to the designated historical building would likely prevent a proposed non-complementary building on that site to be approved.
- According to Greg Grammer (President of the Glendale Historical Society and long-time RCPOA member) the Rossmoyne/Mountain Homeowners Association supports the designation. Lorna Vartanian (President of that HOA) is a member of the Glendale Historical Society.
- According to Mirna Stanley (President of the Verdugo Woodlands West Homeowners Association) her association supports the designation.
- Cheryl also spoke with Alice Headley who lives directly across the wash from the Civic Auditorium and who is in contact with her neighbors. Alice enthusiastically supports the designation.
- Armine informed us that Greg Grammer has met with Dr. Viar (Superintendent/President of the GCC) and that the college has absolutely no opposition to the designation.
- Armine reminded us that the college has no intention of changing the facade of the building. The only construction would be internal — earthquake retrofitting and partitioning for classroom spaces.
- Property Developers who have two friends on the City Council are not happy about this.
- The designation has to be approved by the City Council. Greg Grammer expects that to occur in mid-september. So we need to keep an eye on the posted City Council meeting agendas to be prepared to attend and show support.
- *Note: After subsequent discussion with Greg Grammer, it turns out that the designation does **not** have to be approved by City Council. The City will have the application for a comment period before it goes to the State for approval.*
- Cheryl said she will try to get some additional letters or signatures from residents on Del Monte and other streets that overlook the Civic Auditorium. Perhaps someone

who lives there would be motivated to canvass the neighbors to get the word out and solicit support.

- Greg Grammer supplied a sample letter of support to the State Historical Preservation Officer, for us to use as a guide in drafting our own.
- Bruce Hinckley suggested making it clear in the letter how many households are represented by the RCPOA and that the RCPOA area is immediately adjacent to the Civic Auditorium and is thus the most impacted neighborhood. The letter might include a map to demonstrate this.
- The resulting letter is [attached](#).
- Armine Hacopian suggested soliciting support from the school district since Verdugo Woodlands Elementary School is not far from the Civic Auditorium.

Motion by Cheryl Frees-Yvega: *"The RCPOA supports the Civic Auditorium to the California Register of Historical Resources."*

Motion seconded and carried unanimously.

#### **4. Picnic Committee Report**

~7:27 PM — Picnic Committee Co-Chair Tina Parsegian presented.

- The picnic came in under budget this year by \$390.
- If we use a different caterer next year, we will certainly need to increase the budget.
- Tina suggests that we reach out to the community seeking co-sponsors
- Leanne Reynolds suggests approaching restaurant or catering companies that might donate food.

~7:36 PM — Motion by Cheryl Frees-Yvega: *"The Board authorizes the Picnic Committee to seek sponsors."*

Motion seconded and carried unanimously.

- Tina asked if we could increase the picnic budget for next year.
- Bruce Hinckley: It's premature to add to the picnic budget now. We should work out the 2018 budget as a whole at the appropriate time.
- Board members commented on the success of this year's picnic: People liked and participated in the games. There were families there who hadn't attended in the past.
- Armine Hacopian: Renovations at Verdugo Park are happening next year. We may not be able to hold the picnic there.
- Armine also suggested adding something extra — an evening concert perhaps.
- Bruce Hinckley called attention to this being the thirteenth year Leanne Reynolds has funded most of the picnic's budget through her private endowment.

- Armine Hacopian suggested thanking Leanne in the newsletter for her picnic sponsorship.

## **5. National Night Out Committee Report**

~7:45 PM — National Night Out Committee Chair Beth Volpe presented.

- The NNO committee held its meeting, well attended by the usual committee members as well as some new people who have joined. The meeting was also attended by 3 members of the Neighborhood Security Committee.
- \$950 in sponsorships so far.
- Armine Hacopian offered \$100.
- Signs (all new signs) will go up around the 17th. The first MailChimp email blast should go out at about the same time.
- There is also a banner that will go up in the Blasco's front yard.
- The permit for the road closure is in question.
- Don Snyder and Scott Smissen will supply tables and chairs, thus saving \$69 in rental fees.
- Food trucks lined up: Logos (sp?) and Shaved Ice.
  - The Logos truck will pare down the menu to make folks go faster.
  - Both agree to waive the minimum.
- The kids' area will cost less this year. ~\$300 for 2 hours, 2 clowns, face painters and balloons.
- An article about the local neighborhood associations' National Night Out events will appear in Glendale Hills Living magazine.

## **6. Recess**

~8:00 PM — The Chair called a brief recess.

~8:11 PM — The Chair called the meeting back to order.

## **7. Neighborhood Security Committee Report**

~8:11 PM — Neighborhood Security Committee Chair Armine Perian presented.

- The Neighborhood Security Committee would like to stand out at the NNO event. Accordingly the NSC will have a separate table with different color table cloths, and committee members will wear different badges.
  - Cheryl suggested we obtain those badges from [Zazzle](#).
- Armine passed around a one-page flyer ([attached](#)) to be given to visitors at the Neighborhood Security Committee's table at the National Night Out event.

- Armine Hacopian suggests including the names of the committee members on the flyer. Also there are 3 phone numbers for the police: emergency, non-emergency, and cell phone emergency. 911 should not be called from a cell phone because, unlike with a land-line, they can't determine where you are. Armine H. suggests posting those 3 numbers on the flyer.
- Cheryl suggests adding to the flyer the new email address John Wolff set up for the Neighborhood Security Committee ([nsc@rcpoa.net](mailto:nsc@rcpoa.net)).
- Jean Kagan will supply Glendale Police Department refrigerator magnets.

~8:28 PM — Street Lighting

- The issue is now in the City's court. If it gets on the agenda of a City Council meeting, we will probably wish to attend.
- Bruce pointed out that some residents don't want streetlights. And will the city put in unpleasant lights? We should make sure we're speaking for the entire homeowners association and not just a few who want the neighborhood lit up like LAX.
- Cheryl Frees-Yvega suggested that the National Night Out event will be a good opportunity to survey the neighbors on streets that don't have streetlights to determine how many want vs. don't want streetlights installed.

~8:35 PM — Armine recapped the semi-annual meeting with the police held at the Nelsons' home. Attendance was not as high as previous meetings probably because there haven't been any hot prowls lately.

## **8. Summer Social Planning**

~8:39 PM — Social Committee Chair Leanne Reynolds and Committee member Beth Volpe presented.

Leanne's presentation:

- Saturday September 16th @ Mark & Sharla Bohman's home, 1428 Imperial Drive (a designated historical Spanish Revival home).
- Royal Fiesta theme.
- Committee: Leanne Reynolds, Beth Volpe, Barbara Mastro, Armine Hacopian
- Beth's expertise in the culinary arts is particularly relevant because we aren't using our usual caterer Kyle for this event.
- Traffic cones for dropping off passengers with limited mobility.
- Mark Bohman is a graphic designer, so he will create artwork for the signs, newsletter ad, web flyer and email blasts. Leanne will ask him to encourage "festive fiesta attire".
- Limited drink selection: Frozen margarita machine, wine & Mexican beer.
- We need to increase the price to \$35 since we're stepping up the quality.

Beth's presentation:

- Beth envisioned an upscale taco cart, i.e., a cart and grill set up in a buffet line configuration, with table cloths and chafing dishes so it looks nice.
- Beth contacted a couple companies that specialize in this sort of service, and settled on a gourmet taco catering company called [Pink Taquiza](#).

Discussion:

- Beth Volpe: For an extra \$2.00 make your margarita a cadillac with Gran Marnier.
- Leanne suggests hiring the fabulous Guitarist she saw perform at a Glendale Historical Society event. She said his music was understated (not intrusive) yet elegant. Richard Lee was at the same event and concurred with Leanne's assessment.

## **9. Newsletter Report**

~8:58 PM — Newsletter Committee Chair Lyn Foster presented.

- July 25 is the deadline for submissions.
- Ideas for content:
  - Photos from the Picnic and National Night Out.
  - Summer Social promotion with a tear-off for membership and the event.
  - A "Thank you Leanne" blurb (picnic endowment).
  - Maybe "Where's Wendy" ala "Where's Waldo". Lyn asked Wendy for a photo other than the one published in the past.
  - A place to list the Board members.
  - Article about the Neighborhood Security Committee, perhaps with a photo of the members taken at their National Night Out table.

Cheryl Frees-Yvega asked if anyone had ideas for the President's Message.

## **10. Treasurer's Report**

~9:02 PM — Treasurer Richard Lee presented.

Richard distributed the following documents to the Board, and reviewed them for the directors in attendance.

- Treasurer's Report of Financial Results for the period May 8 through July 10, 2017 ([attached](#)).
- Financial Results for the Thirteenth Annual Summer Picnic ([attached](#)).
- Preliminary 2017 National Night Out Sponsors ([attached](#)).

- RCPOA Budget for 2017 ([attached](#)).

~9:08 PM — Motion by Bruce Hinckley: *"I move for approval the Treasurer's financial statements."* Floor opened for discussion.

- Armine Hacopian suggested thanking Richard in our newsletter with maybe a photograph as he has served as Treasurer for over 30 years.
- Leanne suggested a recurring "Spotlight on a Board member" article to let the neighborhood know about the work directors do.

~9:10 PM — Motion carried.

#### **IV. New Business**

##### **0. Verdugo Park Master Plan**

~9:10 PM — Brought by Armine Hacopian.

- Armine attended the meeting held by the City at Verdugo Park and reported to the Board.
- The meeting was not well attended.
- The City plans to spend \$3,750,000 to renovate just the north end of the park. However no concrete plans were presented, and the responses to questions were not consistent.

##### **1. Glendale Community College 90th Anniversary**

~9:14 PM — Brought by Armine Hacopian.

- On September 30 GCC celebrates its 90th Anniversary honoring alumnus Angie Dickenson.
- The event will be held on Campus @ \$250 per person. That put a swift end to the idea of having an RCPOA table there.
- Many traffic calming strategies are in place, but Armine warns that as the semester begins we should expect congestion near the College.
- GCC is looking to purchase a few properties around the Garfield Campus. The Garfield campus needs to expand to accommodate its programs, otherwise they may need to be moved to the main Campus, which is not favorable.

Bruce Hinckley objected in principal to the RCPOA, being a non-profit organization, sponsoring another organization. No-one was suggesting a financial sponsorship. However RCPOA has advertised events of community interest on its website and even in its email blasts.

#### **V. Adjournment**

~9:20 PM — Meeting adjourned.

Todd Yvega, Secretary