

VILLA CAÑADA HOMEOWNERS ASSOCIATION

BOARD MINUTES

JUNE 28, 2021, 7:00 pm

Held on ZOOM

CORRECTED 

Board Members Present:

Bill Koury

Tom Meikle

Carole Henning

Denis Wilkins, Lordon Management

Shirin Nouh, Architectural Committee

Guests

Alan Mayer

Chris Baker

Jay Kim

Kellie Dreyfuss

Sarah Icke

7:00 pm – Board Meeting Begins

New Board Members

It was moved, seconded and passed that Alan Mayer, Jay Kim, Kellie Dreyfus and Shirin Nouh be appointed to the Board.

Minutes

Motion was made, seconded and approved to accept the May 24, 2021 minutes as presented.

Treasurer's Report

Tom Meikle, Treasurer, asked if the transfer of the \$29,733.94 from the Contingency Reserve to Landscaping/Tree Trimming and Slope Clearing to remove the deficits in each (\$20,973.94 and \$8,760.00 respectively) were completed. Denis Wilkins said they were in process and will reflect on next month's report.

It was moved, seconded and passed that the two CD's which are expiring this month be rolled over for another six months.

Tom Meikle stated that all utilities are over budget, especially water. This is most likely because the irrigation usage has increased. Denis Wilkins will send copies of the utility invoices in this month's report to Tom for review. In the future, copies of the utility bills will be included in the monthly Board report.

The state of the 45-year old irrigation system (installed in 1972) was discussed. Some of the newer meters that we have are able to detect leaks. Tom talked with Liberty Utilities when they were on site recently about this. Because of its age, the irrigation system and its problems are of concern.

The Earthquake Insurance account is also over budget because the premium is paid once a year. By year-end, this account will balance out.

Architectural Report

Sam Park (5312) submitted an architectural application for work to be done in his backyard. Shirin Nough met with him and reviewed his plan. Mr. Park does not expect any issues with the work, but should something arise, he will contact Shirin about it.

It was moved, seconded and approved to allow this work to go forward. Denis will inform Mr. Park of this by letter.

Public Comments

Chris Baker commented that because water rates in general are rising for other providers beside Liberty Utilities, it will be important to monitor this going forward.

He also mentioned that some of the planting on the hillside adjacent to his property had been completed, but it looks a little sparse. Denis will follow up with Alex from Groundcare about this.

In addition, he noticed that some of the hedges above the golfing cage next to curb along Godbey are dying. Denis will send a letter to Randy Dreyfuss at the Country Club to make him aware of this. Kellie Dreyfuss stated that the hedges were planted by the Club at the request of the Association when the cage was originally installed.

OLD BUSINESS

Invoices

Two invoices, one for the asphalt work and the other for the landscape work, have been approved.

It was moved, seconded and approved that Tom Meikle be reimbursed \$150 for the subscription to the Zoom account that we use for our meetings.

A thank you was given to Kellie Dreyfuss who offered the use of one of her free Zoom accounts for our online meetings going forward.

Railings

Discussion was held concerning the installation of stairs and/or hand railings in the common areas for units 5304, 5341, and 5383. Concerning 5341, it was believed that no stairs exist at that common area so a railing would not be required. Kellie Dreyfuss offered to visit the area to confirm this.

For 5383, stairs currently exist, but a railing is definitely needed.

Stairs for 5304 were approved by the prior Board once a tree was removed in the common area. Approval was so noted in the January 28, 2021 minutes.

Once the number of railings and the locations are known, Denis will have Arce provide a quote.

Status of Header Boards

David Cohen with Bostick, the asphalt/slurry contractor, will determine where header boards are still needed and what touchup/cleanup is required when he does a final walk through of the completed work. Header boards were part of the original contract.

Removal of Tree in Common Area between 5395 and 5403

Discussion of this topic was table until the July meeting so the new Board members could review the situation.

Burden to Maintain Landscape Next to Unit 5327

The Association owns the property in this area which is approximately 4' wide and 35' long. However, the Country Club has a prescriptive easement for the area which goes back approximately 50 years. They care for part of the area in some fashion but are not taking care of all of it. The person or party using an easement, known as an easement holder, has a duty to maintain it. Jay Kim suggested this be tabled until our July meeting so that the new Board members could review the situation.

Proxy Voting for Next Election

If we decide to do this, the election rules, which are currently silent on proxies, would have to be re-done by the Association's attorney. Our election rules were last updated in 2020. Sarah Icke suggested that we not include proxies and save the cost of legal fees. This item has been tabled for a future time.

Disposition of Fence in the Back of Unit 5395

This fence is a violation of the CC&R's and must be removed. The Board directed Denis Wilkins to send a violation letter to the owner that he has 15 days to remove the fence. If it is not removed, the owner will be called to appear at a hearing at the July Board meeting concerning this matter.

Lordon Management Comments

Organizational Meeting

Denis Wilkins recommended that the first item of business for the July Board meeting should be to hold an Organizational Meeting to select one of the new Board members to fulfill the office of Vice President which was vacated by Kevin Meyers. This person will fill the Vice President's position until January 2022. Committees could be established at that time as well.

Cracked Curbs and Other Cosmetic Items

On Denis Wilkins' property walk on 6/22/21, he found some cosmetic work that needs to be done:

- Add a few plants between 5391/93 in place of dirt;
- Repair raised curb in the lower cement walkway from the parking area, west, which is a trip hazard (Alex at Groundcare contacted to fix this);
- Cracked curbs in several locations;
- 5349 – tree root raised curb next to gutter;
- Red Fire Lane curbs and Unit numbers were all re-stenciled as part of asphalt project.

Landscape Committee

Tabled until July meeting.

NEW BUSINESS

July Meeting Style

We discussed holding the next meeting via Zoom or in person. The consensus was that the meeting would be a combination of both.

Slope Clearance

Southbay Landscape is finishing up the annual slope clearance project. When completed, they will meet with the Fire Department to get their approval/signoff.

Thank you

A thank you was given to the four new Board members for their willingness to serve!

Next Board meeting: Monday, July 26, at 7 pm

With no further business in the Regular Session, the board adjourned into Executive Session.

Motion made, seconded, and approved to Adjourn at 8:17 pm.

Respectfully submitted,

Carole A. Henning, Secretary