

VILLA CAÑADA HOMEOWNERS ASSOCIATION

BOARD MINUTES

SEPTEMBER 28, 2021, 7:00 pm

Held in Person and on ZOOM

DRAFT

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Board Members Present:

Bill Koury
Tom Meikle
Carole Henning
Shirin Nouh
Kellie Dreyfuss
Jay Kim (via Zoom)
Alan Mayer

Denis Wilkins, Lordon Management (via Zoom)

Guests

Chris Baker
Shanika Perera and Steve Sims

7:00 pm – Board Meeting Begins

Minutes

Motion was made, seconded and passed to approve the August 24, 2021 minutes as presented.

Public Comments

Unit 5427 has had ongoing ground water intrusion issues into their laundry room area in the past.

Repairs have been done several times, but nothing has solved the problem. In addition, the association's lawn sprinklers are washing the wall of the unit in the same area. A water intrusion specialist, Dan T. Owen, has provided a proposal for repairs which the homeowner will send to Denis Wilkins for review. Denis will investigate and submit his findings to the Board.

The new owners for 5407 moved an existing satellite dish that was initially on the roof and out of sight to the side of their unit where it is visible to 5409 and from the street. Denis will send a notice to the homeowners that the dish must be returned to the roof to be in compliance with the Association's rules and regulations.

Treasurer's Report

Tom Meikle noted that an overrun of approximately \$16,000 will occur at year end. It is comprised of:

- earthquake premiums \$4,500
- sprinkler/gardening costs \$7,500; and
- utilities (water) \$4,000

Architectural Report

Unit 5395 and 5393 have agreed that the fence between their units installed by 5395 can stay, but it will be painted the color of the units' trim. Denis will send a letter to 5395 notifying them of the Board's approval.

Because this item is now resolved, 5393 can now move forward with the work they desire to do on their unit (work at the back of the unit: removal of wooden trellis and sun shade, replacing the deck, retiling parts of patio floor which will blend with colors neighbors are using, installation of a retractable shade over patio; and work at the front of the unit: removal of fabric awning above front door). A letter will be sent to 5395 notifying them of the Board's approval.

Renters in Unit 5318 have removed umbrella structure that was on the back patio.

Unit 5393 replaced an old water heater with a tankless one. Their contractor created two exposed pipes through their roof above the garage to vent the water heater. The Board commented that no other Unit has these exposed pipes above their garage roof, and this violates our architectural policy. Shirin was asked to contact the owner and ask him to make modifications to the visual appearance of the piping and design it in such a way that it would not be visible from the street.

Unit 5427 submitted an architectural request to replace several old windows and two sliding doors with white vinyl frames which will match the ones previously retrofitted. It was moved, seconded and passed to approve this work, and Denis will notify the owners accordingly.

Unit 5328 desires to remove one tree in front of their unit and three trees in the back of the unit. This request was tabled because it may be able to be done at the same time as the annual tree trimming for the association.

Arce provided a price to install a railing for the common area stairway next to 5383. A decision on this item was tabled until the next meeting.

Landscape Committee

Tree Trimming

Shirin Nough presented a comparison study on the tree trimming quotes. After discussing the proposals, it was moved, seconded and passed that Crescenta Valley Tree Service be awarded the job. They will schedule the work the first week of November from 11/1 – 11/5.

It was also decided that any homeowner who desires to have work done on privately owned trees could use this vendor as well. All who are interested will be invited to meet with Crescenta Valley Tree on Wednesday, October 6, at 8 am in front of 5383.

5304 Stairs and Railing

It was moved, seconded and passed that Arce's proposal in the amount of \$10,540 for installation of steps and railing at 5304 (promised to this homeowner a long time ago) be approved. This project can be funded from reserves.

Irrigation Zone 3 Valve Repair

Groundcare is to meet with Chris Baker to review their proposal of \$953 to do this repair. Details of the repair are to be put in the proposal so we are aware of the exact work that will be done. It was moved, seconded and passed that the work be done NTE \$953.

It was also noted that our sprinklers are not being seasonally adjusted for winter usage which means we are wasting a lot of water during the winter months.

In addition, the setting for the output of our sprinkler heads is set as a very fine mist. Most of the water then is mostly blown away by the breeze instead of watering what it is supposed to. Apparently, these sprinklers can be regulated with a remote device as well. It is our understanding that Groundcare has one, but where is the remote for the Association?

It was noted also that Liberty Utilities has petitioned the California Public Utility Commission for a rate increase to be spread over 3 years to cover infrastructure and many other items. It would be effective July 1, 2022 if passed.

Traffic Rules – Final Decision

After discussion concerning homeowners' comments, it was moved, seconded and passed that the change to the traffic rules stands as previously passed.

Petty Cash Fund

After a short discussion, it was moved, seconded and passed that a Petty Cash Fund be established in the amount of \$100. It will be monitored by the Treasurer, Tom Meikle.

Drone Flyover

After information surfaced that Andre Landscape had already done a drone flyover and had submitted the information with their 8/27/21 proposal, it was determined that we did not need to do another one. Since Mark Myers had already started working on the new flyover, it was proposed that we reimburse him \$75 for his time spent. It was moved, seconded and passed that he be reimbursed.

Gutter Cleaning

It was moved, seconded and passed that we accept Trimark Enterprise's proposal for \$3,825 to clean the gutters. This will occur no earlier than the second week in November since the trees will be trimmed during the first week of November.

5320 Removal of Roots from Common Area Driveway

Roots from common area trees have invaded underneath the cement area by this unit's garage door. This item is tabled until further investigation can be done.

It was reported also that water is running down the driveway at the center units. Chris Baker will meet with Alex at Groundcare to investigate the issue.

5327 Common Area Upgrade at North Side

The Association's portion, which included installing irrigation and cleaning the common area north of this unit's bare yard, has been completed. It is now the homeowner responsibility to replace the grass in that area. Alex at Groundcare is to supply a bid by 10/15.

Upcoming Board Member Election

Correct Election, LLC submitted a proposal to handle the Association's election process in 2021 for the 2022 year. It was moved, seconded and passed that their contract be signed.

Raised Area of Sidewalk at 5417

Denis Wilkins will procure a proposal to grind down this trip hazard in the sidewalk at 5417.

OLD BUSINESS

2022 Budget

Denis Wilkins will need the approved budget by November 15 in order to meet the required deadlines of distribution to the Association's members.

NEW BUSINESS

None.

Next Board meeting: Tuesday, October 26, at 7 pm at La Canada Country Club in the Board Room. It will also be available on Zoom.

With no further business to conduct and no need for an Executive Session, the meeting was adjourned.

Motion made, seconded, and passed to adjourn at 9:05 pm.

Respectfully submitted,

Carole A. Henning, Secretary