

VILLA CAÑADA HOMEOWNERS ASSOCIATION

BOARD MINUTES

April 25, 2023 7:00 pm

Held in Person

FINAL

Board Members Present:

Tom Meikle
Shirin Nauh
Carole Henning
Jay Kim
Alan Mayer
Sarah Icke
Kellie Dreyfuss

Guests

None

6:48 pm – Board Meeting Begins

Minutes

It was moved, seconded and passed to approve the March 21, 2023 regular and executive session minutes as presented.

Treasurer's Report

Invoices Approved for Payment:

It was moved, seconded and passed to approve the following invoices for payment:

- Gerardo Rangel – Inv #1489 - \$3,380.00 – March maintenance + install plants in island below Unit 5328
- Adams|Stirling – Inv #138130 - \$813.34 – balance due on Amendment election/CC&Rs re patio & roof obligations/Solar panel issue/emails re pending member requests/emails with WS re information needed for ballot
- Arce – Inv #4476 - \$3,405.00 – Unit 5383 - roof repair
- Arce – Inv #4475 - \$7,885.00 – Unit 5451 – replace section of roof
- Arce – Inv #4477 - \$1,856.00 – Unit 5421 – re-attach downspout to roof/rain gutter + minor roof/stucco work
- RM1 Construction, Inc. – Inv #2386 – \$5,900.00 - Unit 5383 – Roof leak repair
- RM1 Construction, Inc. – Inv #2385 – \$3,600.00 - Unit 5421 – Roof leak repair
- The HOA Election Guys, Inc. – Inv #10581 - \$678.45 – Complete Election Package/annual election
- Jensen Landscape and Irrigation – Inv #12/14/2022 – Balance due - \$1,570.00 – Sprinkler controller repairs

It was moved, seconded and passed to approve a proposal from Arce Construction to replace the entire roof of Unit 5369 for \$3,500.00.

CC&R's

The HOA Election Guys, Inc. have yet to distribute the ballots for the vote on the proposed amendment to the CC&Rs. The ballots are due back to the election company by June 8.

Because of the poor turnout on April 25 for the Special Meeting to discuss the CC&R amendment, the Board suggested that another session be scheduled on May 25 at 6 pm (before the regular Board meeting). Our attorney and insurance agent will be present as well. Board members will be contacting individual homeowners the week of May 23 to answer any questions and to urge and encourage everyone to vote.

Landscaping

The plants have been installed in the small area at the bottom of the center units below 5328. The sloped area beside Unit 5304 was not completed as the vendor ran out of time.

Irrigation

Bill Koury is meeting with Ron Jensen to gather some information on the sprinkler system. It was moved, seconded and passed to pay the \$1,570.00 balance due Ron Jensen on the Invoice dated 12/14/2022.

Maintenance

Roofs

Unit 5375 – RS Roofing investigated a roof leak at this unit and determined that the structure under the roof is compromised. They proposed that two columns and a beam be installed to correct the issue; their price is \$13,500. The contractor wants to do the work without a permit, but the Association insists on having a permit. A structural engineer may need to be involved.

We can use this unit as an example when contractors are submitting pricing for the replacement of our units' roofs.

It was moved, seconded and passed that requirements for all contractors bidding on the roofing project include a permit, that a structural engineer be a part of each team, and a complete set of construction documents be provided. Sarah offered to supply a bullet list of specifications that we can use to generate a scope of work for the roofing bids.

It was moved, seconded and passed that Wall Street provide a detailed roof report of all work done since they assumed management (May 2022).

Gutter Cleaning

Two proposals were submitted:

Arce - \$170/unit = \$8,670

RM1 Construction - \$525/unit with an option for leaf guard at \$525/unit)

Gerardo Rangel, our landscaper, will be asked to submit a third bid using the details from Arce's bid as a scope of work.

Slope Clearance

Gerardo's bid was accepted because of its thoroughness and the quality of his work. However, he does not have Worker's Compensation coverage. He must procure this in order to do the work. Shirin will follow up with him.

Tree Trimming

Gerardo Rangel's bid was accepted for this work. He will need Worker's Compensation insurance before he can begin the project.

Wood Trim Painting

Carole will request Wall Street to solicit three vendors to price this work.

Architectural

Tom Meikle presented the Solar Energy Systems Policy prepared by Adams|Stirling and recommended that it be approved. Along with complying with the policy, an owner would be required to file a Recordable Covenant with

the County and pay the cost to prepare the covenant and the recording fees. It was moved, seconded and passed to implement this policy.

Unit 5310 (Park) has not submitted any structural or architectural drawings for his solar panel project to date. Tom will follow up with him about this.

Unit 5447 (G. Henning) submitted a proposal to remove the picket fencing and gate on the west side of their garage and install a complete wall with a door. It was moved, seconded and passed to approve the work.

Property Insurance for 2024

Wall Street is to send out an email copy of the amendment to the CC&Rs to all homeowners. Election materials are anticipated in early May. Ballot deadline is June 8, 2023.

L.A. County – Dept. of Public Health/Mosquitoes

A gentleman from the County Health Department contacted Tom concerning the expected mosquito problem happening this summer. He would like to make a presentation to our Board about this. Tom will contact him to see if he is available to be present for our May Board meeting.

Old Business

HOA Blueprints

The Association's blue prints have been digitized. Sarah volunteered to send a digital copy of them to each Board member.

5331 Fire Investigation Status

In light of the recent fire in Unit 5331, it was moved, seconded and passed that a contractor review our 51 units, calculate a rough replacement value for them, and provide a report to the Board, Gabe Sanchez of Wigmore Insurance Agency, and Wall Street. This information would also be posted on our website.

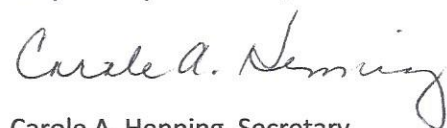
Tax return and audit

Wall Street has advised that this work is in process.

With no further general business to conduct, the Board adjourn into Executive Session.

Motion made, seconded, and passed to adjourn at 8:49 pm.

Respectfully submitted,



Carole A. Henning, Secretary