

VILLA CAÑADA HOMEOWNERS ASSOCIATION
REGULAR BOARD MINUTES
December 19, 2023 6:27 pm
Held in Person and on Zoom
FINAL

Board Members Present:

Tom Meikle
Shirin Nouh
Carole Henning
Kellie Dreyfuss
Alan Mayer – on Zoom
Jay Kim – on Zoom
Sarah Icke – on Zoom

Outside Attendee

Lori Lacher, Beven & Brock – on Zoom

Guests

None.

6:27 pm – Board Meeting Begins

Guest Comments

No guests present.

Minutes

It was moved, seconded and passed to approve the November 7, 2023 Election Meeting minutes as presented.
It was moved, seconded and passed to approve the November 28, 2023 Regular Board meeting minutes as presented.

It was moved, seconded and passed to approve the November 28, 2023 Election Meeting minutes as presented.

Treasurer's Report

Invoices Approved for Payment:

Invoice # 2023-427-2 from Legacy for \$1,500 - for the structural engineering report on Unit 5375's garage. The question arose as to whether this was a deposit amount or the final invoice. If a deposit, the total invoice would be approximately \$3,000 which is high for the type of work that was done. More information is needed from RMI Construction about the details.

It was moved, seconded and passed to pay only \$1,500 at this time.

Invoice #4593 from Arce Construction for \$35,920.00 - included the approved gutter cleaning portion of \$8,670.00, the re-securing of all loose and fallen rain gutters/downspouts for \$690, and Additional Work of replacing all broken tiles for \$26,560.00. Since the tile work was beyond anything the Board had anticipated or approved, it was determined we need to negotiate the amount. Sarah Icke will talk with Alex Arce concerning this. It was moved, seconded and passed to pay the \$8,670 for the gutter cleaning and the \$690 for re-securing gutter/downspouts, for a total of \$9,360.

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

- Jensen Landscape & Irrigation – Invoice #5427-5441/5443 - \$1,075 – pending confirmation from Bill Koury that the work was done and the invoice has not been paid.
- Legends Roofing – (no Invoice # available - invoice deleted in the system) - \$2,400 – voided in the system since this amount was included as part of invoice #2029
- Gerardo Rangel – Invoice #1978 - \$3,000 – December landscaping
- Gerardo Rangel – Invoice #1991 - \$150 – Sprinkler repair

- Legends Roofing – Invoice #2029 – \$36,400 – roof replacements Units 5308/5363/54003/5320

It was discussed if recurring monthly invoices for landscaping, water, electric, trash, and pest could be set up as automatic payments. In response to Tom's question concerning our monthly insurance policy payments, Sarah indicated that it and the other regular monthly payments are on some form of automatic payment that does not require Jay and her approvals each month. This seems to be the most appropriate course of action for us.

In addition, Bill Koury needs to receive, or at least review, the water bills each month in order to know if there are any leaks in the sprinkler system. We will check to see if Bill can be granted access to them through the Liberty Utility site.

2022 Financial Review Status

Lori at Beven and Brock will connect us with a CPA that she uses to determine if he is willing to provide this document for us.

CC&Rs

Because we did not have enough votes to assure passage of the amendment, the election date for the CC&R amendment is postponed to Tuesday, January 23, 2024.

If the remaining homeowners do not have the existing ballot and do not desire to ask the HOA Election Guys for a new one, they can sign a proxy with Carole Henning acting as the proxy.

Landscaping

We have not heard from Unit 5375 and 5420 concerning the trees in question on their properties.

Irrigation

Nothing to report.

Maintenance

Roofs

Legends Roofing has completed the roof replacement for Units 5308-5363-5403-5320 & garage.

Legacy Builders –

5421 – Started

5375 – awaiting Engineer's Report to owner

5383 – begin approximately 12/26

5328 – begin approximately 12/30

5316 – begin after first of the year

Gutter Cleaning

Gutter cleaning/tile replacement invoice discussed under Treasurer's report.

Unit 5391 has a gutter falling off.

Units 5353 and 5349 have gutter issues in their atrium areas.

Unit 5343 owner will be contacted to have tenant relate issues to the owner who will then submit a work order to Beven and Brock for work to be done.

Tree Trimming

Unit 5312 - we will wait on this trimming this tree until the spring tree trimming is scheduled.

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Unit 5375 – The City of La Canada has policies concerning the removal of healthy trees. The Owner has said that if they are responsible for the tree, they will take it out.

Unit 5405 – Owner trimmed the tree.

Owner of 5375 has trimmed the tree in question.

Water Backflow Certification

Certification of Valve #3 is complete.

Architectural

Unit 5447 submitted a request to replace the garage door replacing the existing wood door with 24-gauge steel.

It was moved, seconded and passed to approve this request.

Property Insurance for 2024

Insurance has been renewed for 2024.

Member Inquiries/Communications

Included Beven & Brock's management report.

Old Business

Covered above.

New Business

The LCF Vista Community Newsletter for Winter 2023 highlighted the Neighborhood Watch program. Carole Henning was asked to gather information about this.

Unit 5421's tenant's trailer is occupying the driveway. They are in process of moving in but will be moving the trailer to storage very soon.

The question was asked about parking in the center section. The Association has no rules regarding parking there at this time.

Beven & Brock Management Report

Lori Lacher reviewed her report with the Board.

The **next regular Board meeting** will be held on **Tuesday, January 23, at 7 pm** at the La Cañada Country Club after the CC&R Election meeting.

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

Motion made, seconded, and passed to adjourn at 8:06 pm.

Respectfully submitted,



Carole A. Henning, Secretary