

VILLA CAÑADA HOMEOWNERS ASSOCIATION
REGULAR BOARD MINUTES
January 13, 2026 6:30 pm
In Person and On Zoom
FINAL

Board Members Present

Bill Koury
Alan Mayer – on Zoom
Carole Henning
Jay Kim – on Zoom
Kellie Dreyfuss
Bill Huston – on Zoom
Shirin Nouh

Beven and Brock

Lori Lacher - on Zoom

Guests

Christine Street – on Zoom
Sam Park – on Zoom
Ron Austin
Chris Baker
James Schwartz, LeRon Inc.

6:41 pm - Board Meeting Begins

Minutes

It was moved, seconded and passed to approve the December 2, 2025 regular minutes as presented.

Acknowledgement of Election Results

See separate minutes.

Guest Comments

Insurance Report

Ron Austin - We will be submitting a supplemental claim for additional wind damage work for approximately \$60,000. The City of La Cañada's ordinance requires that if 50% or more of a roof has to be replaced, then the entire roof has to be replaced. It is costing James an additional \$75/big square to meet this requirement, and that argument will be made in the claim.

Our new insurance agent desires to meet the Board. It was approved to invite him to come to the next Board meeting so he can introduce himself to us and to tell us about his company.

Other Comments

Chris Baker was there just to listen and to learn more about the rear section of his unit. He appreciated everyone that has been involved in his work and realizes it is difficult work.

Board Comments

Shirin - We finished 2025, worked very hard, kept budget under control, tried to satisfy as many homeowners' problems as we could.

Carole – we worked well as a team.

Kellie - Kudos to James for being on top of things during the wind storm and the hard rains, always available to help.

Bill K – It's not as bad as it looks, and it's not as good as it could be.

Treasurer's Report

Invoices Approved for Payment:

- Lori Lacher - Inv # 12/03/25 - \$130 – 12/02 Zoom HOA meeting attendance 6:30-8:30
- LeRon Construction – Inv #1053-2067 – \$3,550 – 5375 Temporary roof/stucco leak repair, additional expenses- 5320 Temporary roof leak repair (labor & Materials) – 5318 Garage Loose Gutter
- Toribio – Inv #392 - \$1,720 – Installing rocks in middle entrance planter
- LeRon Construction – Inv #1053-2066 - \$6,500 – Emergency Roof Tarping for 15 units

The following two invoices each include a late fee of \$4.50. LeRon, Inc. will issue a credit of \$9.00 on an upcoming invoice to credit the HOA for the late fees.

- LeRon Construction – Inv# 1053-2047 – \$304.50 – 5405 re-roof tarping
- LeRon Construction – Inv #1053-2048 – \$304.50 – 5329 re-roof tarping

- Beven and Brock – Inv #god530– 12325 - \$149.93 – Reimbursement for mailing of 2026 Annual Budget and Policy Statements
- Beven and Brock – Inv #121825-god530 - \$70 – Delinquent Notice Fees collected in 2025 due to B&B (paid to HOA by homeowner when dues were submitted)
- Prestigious Raingutters – Inv #10949 - \$10,200 – Clean, seal, secure complete rain gutter system 5301-5451
- LeRon Construction – Inv #1053-2062 - \$13,725 – 5369 – before windstorm the garage and 2 front sections were done; after the windstorm, 3 rear sections, additional plywood replacement (required by the inspector) and a stucco repair at the parapet wall above the roof were required. This invoice covers a complete roof replacement.
- LeRon Construction – Inv # 1053-2063 - \$1,800 – 5375 Stucco Repair

Gutter Guards

Installing gutter guards was discussed as a possible solution to reduce the number of times per year that the gutters need to be cleaned. James has experience with them and will send us a proposal later on for our review and consideration.

Prestigious Raingutters

It was moved, seconded and passed to backcharge Prestigious Raingutters \$750 for the roof tiles that their workmen broke when they walked on the roof of Unit 5320. James has video of the men walking on the roof in the area where the tiles were broken.

Stucco Issues

James has found three large vertical stucco cracks and will report to the board on all stucco cracks he finds. If the stress cracks are less than 3 coins wide, he can use epoxy sealer to repair them. This approach should last at least 3 years, possibly 5 years as long as cracks are not in a corner joint. This will buy us some time. Larger cracks that are more than 3 coins will cost between \$1,500 - \$7,000 to repair.

James will put together a chart of the stucco repairs needed for all 51 units. This will take approximately a week or so to do. Using open roof work orders for 12 units, he has been able inspect those for stucco repairs. He has more to visit. Once he has gathered all the data, he will provide a proposal to the Board listing each unit so we can formulate a plan of attack. He agreed to have this proposal to us by mid-February so we have time to review before the February Board meeting.

Garage Structural Issues

There currently are 6 homes that have garage structural issues. The beams above the garage doors are compromised because no footings were required to be installed when the units were built. This is causing the garage walls to push toward each other. James will keep the board apprised of this issue.

Roofing Report

Fifteen homes are on the list to do. Seven are completed.

Unit 5405 is on hold. James is meeting on Wednesday, 1/14, with an engineer to go over damages and report to the City to determine when the work can be completed. This work is the responsibility of the homeowner. James will remove the tiles from the garage area and stack them on the ground. Once the interior work on the garage is completed, the garage roof can be completed.

James is bringing on an additional roofing company to help with the work this week for the other remaining 7 units. Weather permitting, James anticipates have those remaining units completed in 30 days or less, maybe by Valentine's Day.

The roofing chart needs to be updated to show all work that has been and will be done by end of February so the Board can understand what work still remains in terms of roof replacements/repairs. There are 18/19 sections on the chart that are marked in red which is approximately equivalent to 3-1/2 homes by volume. James will email us the updated chart next week.

Once the work is completed, James and Ron will put the invoices together in order to send an additional claim to the insurance carrier.

The Board thanked James for all the time and attention he put into caring for the units over the holidays with the rains, winds, re-tarping, etc.

Landscape

Nothing to report.

Irrigation

Toribio will contact Bill K concerning some sprinkler work that should be done.

Architectural

Nothing to report.

Management Report

Lori reviewed the management report. No decisions needed to be made at this time.

Status of funds as of 12.31.2025 – Operating Funds \$12,537.54; Reserve Funds - \$237,038.10

Rules and Regulations

These will be reviewed at the next Board meeting. If approved, Lori will send them out to the Homeowners.

Officer Elections

Bill Huston signed out of the meeting before this item was addressed.

There are three open Officer positions: President – Vice President – Treasurer:

Bill Koury stated that he was not running for President.

Kellie Dreyfuss agreed to be President.

Shirin agreed to be Vice President.

Carole Henning agreed to remain as Secretary.

Bill Huston will also be a Member at Large. Alan will contact him to see if he would like to be the Treasurer.

After some discussion, both Christine and Sam stated they would prefer to be Members at Large at this time.

Shirin mentioned that Bill Koury should be Treasurer because he was the only choice. Bill said he does not want to be Treasurer on a permanent basis, but was willing to do it for one month. He has some issues with our financial reports and wants to look into it. Depending on what he finds, he will make a decision at the next meeting. He is able to access everything he needs online.

Lori will wait to have signature cards sent until she hears from the Board concerning the final slate of Officers. The invoices that the Board approved this evening will be released for payment by Jay **because he is the only one authorized to do so at the moment.**

We welcomed Sam Park and Christine Street to the Board and are looking forward to the contributions they will provide.

The next Board meeting is scheduled for **Tuesday, February 24, at 6:30 pm** in person at the Country Club and on Zoom.

With no further general business to conduct, the meeting was adjourned.

Future Board meetings – February 24, March 24, April 27

Moved, seconded, and passed to adjourn at 8:43 pm.

Respectfully submitted,



Carole A. Henning, Secretary