

**VILLA CAÑADA HOMEOWNERS ASSOCIATION
REGULAR BOARD MINUTES
March 3, 2026 6:30 pm
In Person and On Zoom
FINAL**

Board Members Present

Kellie Dreyfuss
Shirin Nouh
Carole Henning
Christine Street
Sam Park
Bill Huston – on Zoom

Absence

Bill Koury

Beven and Brock

Lori Lacher - on Zoom

Guests

Alan Mayer – on Zoom
Ron Austin
James Schwartz, LeRon Inc.

6:38 pm - Board Meeting Begins

Guest Comments

Bill Anderson, Unit 5407

Reimbursement for Unit 5383 – Personal Payment for Roof Repair

In 2023 the Board was only replacing leaking roof sections over living spaces. Garage leaks were postponed. Unit 5383 was experiencing a leak in the garage area and did not want to incur any damage so had Legacy Builders replaced the garage roof for \$3,000. Since that time, the Board has replaced approximately 10 garage roofs, and the owner is seeking reimbursement for their garage roof. The homeowner notified the Board of this garage leak at the time it was discovered. The Board does not want to set a precedent for reimbursing homeowners for repairs that they have undertaken in the past in which the Board has not been involved.

Minutes

It was moved, seconded and passed to approve the January 13, 2026 regular minutes and the Annual Election minutes as presented.

Nomination/Election of Treasurer

Kellie nominated Christine Street to fill the Treasurer's position. It was moved, seconded and passed to accept Christine Street as Treasurer.

Treasurer's Report

As of February 27, 2026, Operational Funds were \$10,096.81.

As of February 27, 2026, Reserve Funds were \$207,558.75.

Neither has been reconciled with the Bank Statement at the time of this report.

Invoices for Beven and Brock's management fee, trash, electricity, water, regular monthly landscaping fee and insurance are on autopay. We need to monitor the water invoices to be aware if there is a change in usage and/or pricing has increased.

Invoices Approved for Payment:

- Lori Lacher - Inv# 01/14/26 - \$146.25 – 01/13 Zoom HOA meeting attendance 6:30-8:45
- The HOA Election Guys, Inc. – Inv #203033 - \$887.13 – Election package for 2026 election
- William Koury – Inv#2810/26 – Reimbursement for copies of permits and inspections
- Toribio – Inv#419 - \$1,146.00 – Four sprinkler repairs \$1,071 and relocation of temporary restroom \$75

It was moved, seconded and passed to reimburse Shirin Nouh \$3,000 for the repair of her garage roof for which she personally paid.

Insurance Question

We received a cancellation notice effective 01/31/2026 from LaBarre/Oksnee for the failure to pay the premium for our fidelity bond. Kellie will forward it to Lori so she can investigate. Ron Austin will help in any way he can to resolve the issue. We will need to acquire a new policy for this insurance.

Committee Reports

Landscape

Not much to report because things have been so wet. Shirin raised the question as to whether we will need to trim the trees this spring since Toribio did a very extensive trimming in the fall. It was decided that only if there are any trees that present a fire or falling hazard.

Architectural

Unit 5337 submitted a plan to Lori the day of this meeting to enclose an area at the back of their home. Shirin will meet with them to review their plan and to see if it includes enclosing any portion of the common area.

Roofing/Construction

Ten of the 16 homes are completed. Three/four permits are being held open because James knows there is additional work (that is not wind-damage related) that will need to be completed. The current scope of work on those units passed inspection without any issues.

5405 is on administrative hold until the structural damage has been cleared by the City. Once that happens, James will begin the work on this unit.

Five homes pending because of weather. Also, James is in the process of changing the current roofer; once the paperwork is completed at the City, work will begin on those units.

Unit 5441

Rose Bronson's roof has a small section above the master bathroom that has a leak and needs immediate repair. James had covered it with plastic a while ago, but when he went to look at it today, there was moisture trapped under the plastic but there has not been any rain for the last 2 weeks. The proposal for this work will be sent out tomorrow. The board moved, seconded and passed the proposal for this work NTE \$3,000.

There is also a potential structural and safety risk with the eaves/rafters of this unit. The eaves of 5441-5443-5447 may be interconnected, or they could be subdivided between the three units. If the rafters are damaged, it could be a major repair project because it involves the roofs of the three units. James will need to do further investigation on this issue.

Existing Camera

The Board authorized James to remove the existing lock on the lockbox for the security camera. He wants to fix it for us.

Also, Amazon, other delivery vehicles and other cars are driving the wrong direction around the island, and accidents could happen. We need two signs - a **One Way Only** and a **Do Not Enter** – they could be on the same post back-to-back.

Management Report

Lori received the draft copy of the Villa Canada Association, Inc.'s financial statements review today from the CPA. Kellie will sign it and return it to her.

Insurance Update

When the wind-damaged roofs are completed, James and Ron Austin will put together an additional claim to be filed with the carrier. Ron is not speculating if we will receive any additional funds at this time, but the claim will be heavily negotiated. If any additional funds are received, they will go into the reserves.

Irrigation Report

There was nothing to report since Bill K was absent.

Old Business

Approval of Rules and Regulations

The Rules and Regulations were approved by the Board except for the Fines section. Since that time, the State of California has passed a law that the maximum fine is limited to \$100 per incident.

Beven and Brock's process is to assess a fine is:

- B&B sends a Violation Letter to the homeowner.
- If the homeowner continues to be in violation, a Fine Hearing Notice is sent which states that the Board is considering imposing a fine for continued non-compliance of this violation, and the Homeowner is to appear at the next scheduled Board meeting.
- The Board then makes a decision on the fine.

There will be a delay between the Homeowner receipt of the first notice and compliance. Homeowner will receive a copy of the notice in the mail and via email if they have email.

If Homeowner continues to be in violation after the Fine Hearing, they can be fined \$100 again for non-compliance.

Once the Rules and Regulations are approved by the Board, Lori will send them out to the Homeowners as a draft. They will have 30 days to make comments on the document. The Board can accept or reject the comments. Once this process is complete, a copy of the final version will be sent to the Homeowners and posted on the Association's website.

Carole will send a copy of the Rules and Regulations as they now stand to all Board members for review.

New Business

Reserve Study

Because our last Reserve Study was done in 2024, we asked Lori to get us a proposal to do one now to see what it will say.

Code of Conduct

Christine Street compiled the Code of Conduct. Each Board member is tasked with reading it and submitting suggestions to the Board for consideration. We will need to notify all Association members that we are adopting a Code of Conduct.

"Take Aways" from Beven and Brock Board Training

Those who attended the training discussed items that were of interest to them.

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

With no further general business to conduct, it was **moved, seconded, and passed to adjourn the meeting at 9:00 pm.**

Future Board meetings – April 28, May 26, June 23

Respectfully submitted,



Carole A. Henning, Secretary