

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
OCTOBER 11, 2016**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by Vice President, Kathy Townsend at 5:30 p.m., Tuesday, October 11, 2016 at the Villa Antigua office, 5844 Menorca Drive, San Diego, California.

A quorum was established with the following Directors in attendance:

Directors Present: Kathy Townsend, Vice-President
 Marla Fee, Treasurer
 Stephen Uveges, Secretary
 Marti Gray, President – via telephone conference

Also Present: Clover Ericson, General Manager

SUMMARY OF EXECUTIVE SESSION

The Board met in executive session on August 17, 2016 to discuss legal matters.

MEMBER OPEN FORUM

There were no homeowners in attendance.

MINUTES

The minutes of the Open Session Meeting held on August 17, 2016 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were approved with one name correction from "him" to "MEL Development" and Ms. Gray abstaining since she was not present at that time*

FINANCIAL

BALANCE SHEETS as of August 31, 2016 and September 30, 2016 were reviewed and shows Total Current Asset Value of **\$499,437.21** as of September 30, 2016

REVENUE AND EXPENSE STATEMENT as of August 31, 2016 and September 30, 2016 were reviewed. Net Revenue Report shows Net Income of \$8,063.58 as of September 30, 2016. Income was \$1,856.58 over anticipated budget. as of September 30, 2016

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #187 owes \$10.00. Homeowner confirmed she will submit additional amount along with October's assessment payment.
- Unit #149 owes \$260.00. New homeowner closed escrow in July. September dues received on 10/06/16 and has set up ACH for October and future payments.
- Unit #017 owes \$260.00. Manager has contact homeowner and will continue to monitor.
- Unit #020 owes \$286.00. Payment received in full on 10/03/16 and currently owes for October.
- Unit #063 owes \$296.00. Homeowners ACH was returned for insufficient funds on 09/12/16. Manager emailed and called both listed owners. A demand letter was issued on 09/29/16. Manager will continue to monitor.

1. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried, the August and September 2016 financial statements were accepted, subject to year-end audit.*

ARCHITECTURAL REQUESTS

1. Unit #208 - The Board reviewed the homeowner's application to install a new roof and roof-mounted solar panels. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in the Policy Resolution No. 05 and the HOA's roofing specifications stated in the corporate file.*
2. Unit #174 - The Board reviewed the homeowner's application to replace vinyl windows and sliding doors. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in the Policy Resolution No. 05 and ensures that the approved exterior vinyl color of almond or tan be strictly adhered to.*
3. Unit #151 - The Board reviewed the homeowner's application to replace vinyl windows and convert two sliding doors to windows. *Upon a motion duly made, seconded and carried, the application was approved contingent upon the owner following guidelines set forth in the Policy Resolution No. 05 and that both sliders being converted are in the living room/dining room areas.*

ACTION ITEMS

NEW BUSINESS:

1. Unit 062 Reimbursement Consideration – *Upon a motion duly made, seconded and carried, the Board approved the reimbursement request in the amount of \$495.00 for repairs to the balcony railing due to wood rot.*
2. Asphalt Resealing Proposals – *Upon a motion duly made, seconded and carried, the Board approved NPG Asphalt's proposal in the amount of \$3,364.00 for resealing, restriping and filling in cracks in the two asphalt parking lots in addition to installing ADA required Handicapped signs to ensure the HOA is in ADA compliance. The manager was also authorized to obtain an additional quote from NPG for adding a second sealant coat, and proceeding if cost is \$1,000 or less.*
3. Unit Deck Repair Proposals – The Board tabled this matter until the next meeting to allow for more time for management to investigate proposal discrepancies.
4. Reserve Study Proposals – *Upon a motion duly made, seconded and carried, the Board approved Association Reserves proposal in the amount of \$3,960.00 for three years to be paid annually in the amount of \$1,320.00.*
5. Pool Spike Proposals – The Board tabled this matter to provide management more time to obtain additional proposals.

NEXT MEETING: Tuesday, November 15, 2016.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 7:08 p.m., which carried unanimously.*

RECONVENED

The Board reconvened the regular session at 7:43 p.m. to vote on an Executive Session legal matter topic of front yard tree removals.

ACTION ITEMS

NEW BUSINESS:

1. Unit #115 Brazilian Pepper Tree removal - *Upon a motion duly made, seconded and carried, the Board approved Western Tree's cost not to exceed \$450.00 to remove one Brazilian Pepper Tree and stump to a 6-8" depth.*
2. Unit #168 Brazilian Pepper Tree removal - *Upon a motion duly made, seconded and carried, the Board approved Western Tree's cost not to exceed \$450.00 to remove one Brazilian Pepper Tree and stump to a 6-8" depth and request a trimming cost for the tree on the opposite side of the driveway.*

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 7:47 p.m., which carried unanimously.*

Respectfully Submitted & Approved:

A handwritten signature in black ink, appearing to read "Stephen Uveges", written over a horizontal line.

Stephen Uveges
Association Secretary