

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION  
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING  
MARCH 21, 2018**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by Vice President, Kathy Townsend at 5:38 p.m., Wednesday, March 21, 2018 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  
Maureen Ruchhoeft, Secretary  
Marla Fee, Treasurer

Directors Absent: Marti Gray, President  
Deanne Bowman, Director at Large

Also Present: Clover Ericson, General Manager and one interested homeowner

**MEMBER OPEN FORUM**

The homeowner in attendance was provided the opportunity to address the Board.

**SUMMARY OF EXECUTIVE SESSION**

The Board met in Executive Session on February 21, 2018 to approve meeting minutes and discuss delinquencies.

**MINUTES**

The minutes of the Regular Session Meeting held on February 21, 2018 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were unanimously approved.*

**FINANCIAL**

BALANCE SHEET as of February 28, 2018 was reviewed and shows Total Current Asset Value of **\$512,709.17**.

REVENUE AND EXPENSE STATEMENTS as of February 28, 2018 was reviewed. Net Revenue Report shows Net income/(expense) of (\$4,183.13) as of February 28, 2018. Income was \$6,065.87 over anticipated budget.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #099 owes \$270.00. Payment received in full on 03/09/18 and currently owes for March.
- Unit #020 owes \$270.00. Payment received in full on 03/05/18 and currently owes for March
- Unit #063 & #063-B owes a combined \$6,182.90. Lien filed 02/13/17. Account will be discussed further in executive session.

**1. Accept Financial Statements:** *Upon a motion duly made, seconded and carried, February 2018 financial statements were accepted, subject to year-end audit.*

**2. 2018—2019 Proposed Budget:** *Upon a motion duly made, seconded and carried, the 2018-2019 proposed budget to increase assessments to \$320.00 was unanimously approved effective July 1, 2018. Additional \$25.00 per month will be used to improve the funding of the building reserve account. Based on the collection policy, the late fee will also increase to \$32.00.*

**The Board adjourned to executive session at 5:59 p.m. to discuss third party contracts. The Board reconvened regular session by calling to order at 7:46 p.m.**

**ARCHITECTURAL REQUESTS**

1. Unit #171 – The Board reviewed the homeowner’s application to install 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 Policy Resolution No.05.*

**ACTION ITEMS**

**OLD BUSINESS:**

1. Building Maintenance Proposals – This item was tabled from the March 2017 meeting. The Board reviewed four bids submitted for monthly maintenance contracts. *Upon a motion duly made, seconded and carried, the Board approved Brasseur’s proposal for a 64 hour a month contract at \$38.50 an hour for a total of \$2,670.00 per month.*

**NEW BUSINESS:**

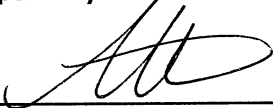
1. Community Painting Proposals – The Board reviewed four proposals to repaint the HOA components of the Association. *Upon a motion duly made, seconded and carried, the Board approved Empire Works proposal in the amount of \$445,384.00 to include painting of all stucco, wood and metal components maintained by the HOA.*

**NEXT MEETING:** Board meeting TBD. Annual Meeting: April 25, 2018.

**ADJOURNMENT**

There being no further business, *a motion was made to adjourn the meeting at 8:42 p.m., which carried unanimously.*

**Respectfully Submitted & Approved:**



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Maureen Ruchhoeft  
Association Secretary

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION  
EXECUTIVE SESSION MINUTES OF BOARD OF DIRECTORS  
MARCH 21, 2018**

The Executive Session of the Villa Antigua Homeowners Association Board of Directors was called to order by Vice President, Kathy Townsend at 5:59 p.m., Wednesday, March 21, 2018 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  
                              Maureen Ruchhoeft, Secretary  
                              Marla Fee, Treasurer  
Directors Absent:       Marti Gray, President  
                              Deanne Bowman, Director at Large  
  
Also Present:            Clover Ericson, General Manager

**THIRD PARTY CONTRACTS**

The Board met with representatives from Pro-Tech and Empire Works to discuss the details of their community painting proposals. The Board will make a formal decision in regular session.

**MINUTES**

The minutes of the Executive Session Meeting held on February 21, 2018 were reviewed. *Upon a motion duly made, seconded and carried, the minutes were unanimously approved.*

**DELINQUENT ACCOUNTS**

**Current Member Unit 063: Pre-Petition & Unit 063B: Post-Petition Account** (Carrin Michael & Laura Johnson) - The homeowner's current combined balance is \$6,182.90. Lien was filed on 02/13/17. EGH confirmed that the lender rescheduled the foreclosure sale to 03/29/18. EGH recommends waiting to determine how the lender foreclosure is resolved before proceeding with an HOA foreclosure. *Upon a motion duly made, seconded and carried, the Board agreed to continue to monitor the account as recommended by the attorney at EGH.*

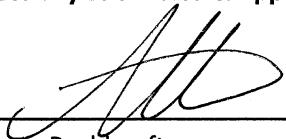
**LEGAL MATTERS**

**Unit 187 – Notice of Trustee's sale** - Management received the enclosed Notice of Trustee sale regarding Lisa Schwarte & Vernon Boyd's property at 10752 Portobelo Dr. Auction date is scheduled for 04/04/18. At this time, the homeowners HOA balance is current and owes for March 2018. Management will provide additional updates to the Board as needed. **No further Board action is needed.**

**ADJOURNMENT**

There being no further business, *a motion was made to adjourn the meeting at 7:46 p.m., which carried unanimously.*

**Respectfully Submitted & Approved:**

  
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Maureen Ruchhoeft  
Association Secretary