

VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
SEPTEMBER 17, 2020

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by President Jan Whitacre at 5:01 p.m., Thursday, September 17th, 2020 via a zoom video conference call due to the current Covid-19 pandemic and City orders restricting any gatherings at this time.

A quorum was established with the following Directors in attendance:

Directors Present: Jan Whitacre, President
Caryn Maroni, Vice-President
Maureen Ruchhoeft, Treasurer
John Croff, Secretary

Directors Absent: Joseph Lindsay, Director at Large

Also Present: Clover Ericson, General Manager
Two interested homeowners

MEMBER OPEN FORUM

Two homeowners were in attendance to participate in a discussion regarding an architectural application and Shepherd's Canyon tree trimming.

SUMMARY OF EXECUTIVE SESSION

The Board did meet in executive session in August.

MINUTES

The minutes of the Regular Session Meeting held on August 20, 2020 were reviewed. *Upon a motion duly made, seconded, and unanimously carried, the minutes were approved as submitted.*

CONSENT CALENDAR

Funds Transfer Resolution was adopted by general consent.

FINANCIAL

BALANCE SHEET as of August 31, 2020 was reviewed and shows Total Current Asset Value of **\$489,531.14** as of August 31, 2020.

REVENUE AND EXPENSE STATEMENT as of August 31, 2020 was reviewed. Net Revenue Report shows Net income/(expense) of (\$4,618.70). Income was \$3,443.52 over anticipated budget.

ACCOUNTS RECEIVABLE: Member Balance Summary

- Unit #0152 owes \$326.00. Payment is pending.

1. **Accept Financial Statements:** *Upon a motion duly made, seconded, and unanimously carried, August 2020 financial statements were accepted, subject to year-end audit.*

ARCHITECTURAL REQUESTS

1. Unit #209 – The Board reviewed the homeowner's application to install paver stones in the walkway leading from the interior courtyard to the driveway in the color Chateau. *Upon a motion duly made, seconded, and*

unanimously carried, the application was approved, contingent upon the owner following guidelines set forth in Policy Resolution No.05.

2. Unit #196 – The Board reviewed the homeowner’s application to place a mobile library box in the common area front yard part of her property. *Upon a motion duly made, seconded, and unanimously carried, the application was approved, contingent upon the owner following guidelines set forth in Policy Resolution No.05 and that the location does not impede on the landscapers accessibility to perform routine maintenance.*
3. Unit #185 – The Board reviewed the homeowner’s application to install a flagstone texture crete system overlay on the walkway from the interior courtyard to the driveway. *Upon a motion duly made, seconded, and unanimously carried, the application was approved, contingent upon the owner following guidelines set forth in Policy Resolution No.05 and that the color selection was presented and approved by the Board prior to commencing work.*
4. Unit #024 – The Board reviewed the homeowner’s application to replace a faulty electrical panel with an upgraded 125-amp panel. *Upon a motion duly made, seconded, and unanimously carried, the application was approved, contingent upon the owner following guidelines set forth in Policy Resolution No.05 and all stucco was patched and painted.*
5. Unit #003 – The Board reviewed the homeowner’s application to replace 4 windows in the color Canvas. *Upon a motion duly made, seconded, and unanimously carried, the application was approved, contingent upon the owner following guidelines set forth in Policy Resolution No.05.*

ACTION ITEMS

UNFINISHED BUSINESS:

1. Emergency Pool Rules Changes – The Board reviewed all correspondence submitted to Management regarding the current process of signing up for pool reservations. *Upon a motion duly made, seconded, and unanimously carried, the Board approved the following changes to the Covid-19 Emergency Pool Rules:*
 - a. *Extended Pool Use hours to 9am-10pm seven days a week & 8am start time on weekends if gate unlocking allows.*
 - b. *All single hour reservations are reduced to 45 minutes.*
 - c. *Add a Multi-Family shared use hour at 5:15pm.*
 - d. *Remove 3 family restriction on Multi-Family shared use hour. Will now allow as many households as needed to fill the 12-slot maximum.*
 - e. *Restrict households to a 6-person maximum limit on Multi-Family shared use reservations.*
 - f. *Restrict households to only 1 signup allowed on the weekends.*
 - g. *Board will review in 2 weeks to determine if additional restrictions are necessary.*
2. Tennis Court and Pool Rules Change – *Upon a motion duly made, seconded, and unanimously carried, the Board approved changes to the current rules to allow a Sunset Provision which will include the Emergency Rules as an addendum to the current rules to be sent out to the membership for a 28-day comment period.*
3. Appoint New Committee Members – *Upon a motion duly made, seconded, and carried, the Board approved appointing additional committee members, Yassin Nachite and Ingrid Cornax to the Ad Hoc pool committee which currently consists of, Joseph Lindsay as chairman, Robyn Chadwick & Deanne Bowman as members, to assist the Manager in any pool related tasks to be utilized during the current Covid restrictions.*

NEW BUSINESS:

1. Homeowner Correspondence
 - a. Unit 180 tree removal request – The Board reviewed the homeowner’s correspondence and Western Tree’s proposal regarding the owner’s tree removal request. *Upon a motion duly made, seconded, and unanimously carried, the Board approved Western Tree’s proposal in the amount of \$1,200.00 to remove the Melaleuca tree in the front yard based on the arborist’s professional opinion that the tree’s roots are causing significant structure damage. Board would like*

Management to discuss xeriscape options with both affected owners otherwise, authorizes Kirk to use his discretion for a replacement option.


- b. Unit 210 tree removal request – The Board reviewed the homeowner’s correspondence regarding requests by this owner and their neighbors to remove the Eucalyptus trees in Shepherds Canyon located behind their properties. *Upon a motion duly made, seconded, and unanimously carried, the Board denied the owners request to remove these trees, but granted approval for them to contact Western Tree to perform additional pruning at their expense if they choose.*
2. HOA Email Migration - *Upon a motion duly made, seconded, and unanimously carried, the Board approved Shalom-Hickey’s proposal in the amount of \$352.00 to perform IT improvements and email migration.*
3. Empire Works Balcony Deck and Railing Repair Proposal – *Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal to perform deck and railing repairs on 5 units in the total amount of \$31,351.00*
4. Flag and Sign Rule Revision – *Upon a motion duly made, seconded, and unanimously carried, the Board approved changes to the current rules to be sent out to the membership for a 28-day comment period.*
5. Roof Replacement Guidelines Revision – *Upon a motion duly made, seconded, and unanimously carried, the Board approved changes to the current rules to be sent out to the membership for a 28-day comment period.*

NEXT MEETING: October 21, 2020 at 5:00pm via Zoom video conference due to the current City imposed restrictions of no gatherings at this time.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 7:41 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



John Croff, Association Secretary