

**VILLA ANTIGUA HOMEOWNERS ASSOCIATION
REGULAR MINUTES OF BOARD OF DIRECTORS MEETING
FEBRUARY 21, 2024**

The Regular Meeting of the Villa Antigua Homeowners Association Board of Directors was called to order by President Jan Whitacre at 6:00 p.m., Wednesday, February 21, 2024, at the Villa Antigua office, 5844 Menorca Drive, San Diego, California and via Zoom.

A quorum was established with the following Directors in attendance:

Directors Present: Jan Whitacre, President
 Robert Bergman Vice-President
 Maureen Ruchhoeft, Treasurer
 John Croff, Secretary
 Dave Wozniak, Director at Large

Also Present: Clover Ericson, General Manager and 1 interested homeowner

MEMBER OPEN FORUM

One homeowner was in attendance. Owner was given the opportunity to address the Board.

SUMMARY OF EXECUTIVE SESSION

The Board met in executive session on January 17, 2024, to discuss personnel & budget matters.

MINUTES

The minutes of the Regular Session Meeting held on January 16, 2024, were reviewed. *Upon a motion duly made, seconded and carried, the minutes were unanimously approved as submitted.*

CONSENT CALENDAR

Funds Transfer Resolution was adopted by general consent.

FINANCIAL

BALANCE SHEET as of January 31, 2024, was reviewed and shows Total Current Asset Value of **\$804,195.86** as of January 31, 2024.

BUDGET VS. ACTUALS STATEMENT as of January 31, 2024, was reviewed. As of January 31, 2024, monthly income was \$28,855.55 under the anticipated budget.

ACCOUNTS RECEIVABLE: \$530.00 total amount of delinquency's. Delinquent accounts over 60 days were brought current so no action needed.

1. **Accept Financial Statements:** *Upon a motion duly made, seconded and carried January 2024's financial statements were accepted, subject to year-end audit.*
2. **Budget Discussion to Increase Legal Funds:** The Board directed Management to allocate \$2,400 in next fiscal year's budget for consideration.

ACTION ITEMS

UNFINISHED BUSINESS:

1. Brasseurs Approved Privacy Wall Change Order – *Upon a motion duly made, seconded and carried, the Board approved of Brasseurs proposals in the amount of \$924 for each Unit 149 and Unit 188's privacy wall replacement of the opposite side of the original approved wall to match the new Hardie Board materials.*

NEW BUSINESS:

1. Landscape Discussions
 - a. *Upon a motion duly made, seconded and carried, the Board approved Western Tree's proposal in the amount of \$11,700 to remove 13 Ficus trees on the north end of Santo Road to be completed this fiscal year. The Board also agreed to provide a stipend of \$500 to each owner affected so that they may use those funds to plant suggested trees or other erected trellis' in their backyard to aid in a noise barrier.*
 - b. *Upon a motion duly made, seconded and carried, the Board approved of Director Bergmans proposal to purchase gravel to place in all split driveways and have the landscape grounds crew perform the labor at a cost not to exceed \$7,000.00. Director Bergman to meet with landscape supervisor Kirk to go over plans & scheduling.*
2. Janitorial Maintenance Proposals – *Upon a motion duly made, seconded and carried, the Board approved Dapa Janitorial's proposal in the monthly amount of \$805 in the winter & \$1,308 in the summer to perform the janitorial services outline in the scope of work provided by Management. Additionally, the machine scrubbing of all flooring in the one-time cost of \$540 was unanimously approved.*
3. Asphalt Parking Lot Change Order – *Upon a motion duly made, seconded and carried, the Board approved J & S Asphalt's change order in the amount of \$3,242 to include sealing of both parking lots at least 30 days after the pour is completed. Director Croff denied the proposal, motion passed 4-1.*
4. Ratify Unit 075 Empire Works Deck Repair Proposal – *Upon a motion duly made, seconded and carried, the Board ratified the Managers previously approved emailed proposal from Empire Works to perform deck repairs to the rear deck of Unit 075 in the cost of 14,285. Homeowner has confirmed he has no intention of ever enclosing that balcony.*
5. Ratify Unit 012 Empire Works Change Order for Deck Repairs – *Upon a motion duly made, seconded and carried, the Board ratified the Managers approved proposal from Empire Works to perform additional stucco wall repairs surrounding the rear deck of Unit 012 in the amount of \$4,489.00.*
6. Ratify Unit 149 Brasseurs Chango Order – *Upon a motion duly made, seconded and carried, the Board ratified the Managers approved proposal from Empire Works to perform additional footings posts in the privacy wall rebuild of Unit 149 in the amount not to exceed \$500.*

NEXT MEETING: Board meeting: March 19, 2024, at 6:00pm. Homeowners Annual Meeting: April 16, 2024 @ 6pm.

ADJOURNMENT

There being no further business, *a motion was made to adjourn the meeting at 8:50 p.m., which carried unanimously.*

Respectfully Submitted & Approved:



John Croff, Association Secretary