

VILLANITAS HOMEOWNERS ASSOCIATION

REGULAR MEETING OF BOARD OF DIRECTORS

MINUTES

January 10, 2024

Directors Present: M. Amsbaugh, C. Harris and L. Greer

Directors Absent: G. Capielo and D. d'Heilly

Staff Present: D. Walters of Elite Community Management

CALL TO ORDER

L. Greer, called the meeting to order at 6:10 p.m. at the Encinitas Community & Senior Center.

HOMEOWNER FORUM

Two owners were present at this time. One owner commented on the survey process/importance and fence height.

APPROVAL OF MINUTES

The minutes of the November 8, 2023 Regular Meeting of the Board of Directors were reviewed and upon a motion duly made, and seconded, the Board unanimously approved the minutes.

FINANCIAL REPORT

Financial Report

The November financial was provided to the Board for review in December in accordance with civil code requirements.

It was noted that due to the year end, the financials are taking a bit longer to prepare and will be forwarded to the Board.

Delinquency Report

The Board reviewed the delinquency report. No action was required at this time.

Reserve Projects

The Board reviewed the document as prepared by Ms. Amsbaugh regarding the 2024 items, per the Reserve Study, that are likely to be in need. This item was postponed for review at the next meeting.

MANAGEMENT REPORT

The Board reviewed the work orders issued since the last meeting.

UNFINISHED BUSINESS

Revisions to Architectural Control Standards/Rules & Regulations

The Board discussed the cover letter to be drafted for inclusion on the notice of 28-day review.

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Upon a motion duly made, and seconded, the Board unanimously agreed to proceed with the posting on the website of the cover letter and draft rules for 28-day review with one final hand delivered newsletter including a note about the information being posted on the website.

Termite Control & Repairs – Pool Buildings

This item was postponed for the next meeting.

Pool Deck Drain

Management will follow up on the work order.

Key Fob & Gate Relay Update Status

This item was postponed for the next meeting.

NEW BUSINESS

Annual Tot Lot Inspection Proposal

Upon a motion duly made, and seconded, the Board unanimously approved the proposal from ProTec Building Services for the annual tot lot inspection at a cost of \$600.

Landscape Contract Increase Notice

Upon a motion duly made, and seconded, the Board unanimously approved the 2024 contract extension with Pacific Green at a cost of \$1,851 per month.

Landscape RFP Draft

This item was postponed for the next meeting and the Board members to provide feedback for review at that time.

Meeting Location Scheduling/Reservations

This item was postponed for the next meeting.

Annual Meeting – Inspector of Election

This item was postponed for the next meeting and the Board members to inquire of some neighbors.

Resolution for Transfers from Operating & Reserve Accounts

A resolution was not needed at this time.

COMMITTEE REPORTS

Landscape

The Board reviewed the Punchlist as provided by Pacific Green.

Ad-Hoc Landscape Renovation

Ms. Amsbaugh reported that she is working on contacting vendors and obtaining preliminary information.

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Architectural/Rules

There were no applications for review at this time. The Board reviewed a draft of the Roles & Duties for the Architectural Committee.

Upon a motion duly made, and seconded, the Board unanimously accepted the document as drafted and agreed to solicit members for the committee, with the document to be distributed for 28-day review.

The Board discussed the Neighborhood Survey & Process and letters that need to be issued.

Website

There was no report at this time.

Newsletter

The Board discussed items to include in the next newsletter.

CORRESPONDENCE

The Board reviewed the incoming and outgoing correspondence.

ADJOURNMENT

There being no further business to bring before the Board, the meeting was adjourned at 7:52 p.m.

Prepared by:

Elite Community Management

Secretary

Date

2/13/24