

**VILLANITAS  
HOMEOWNERS ASSOCIATION**

**REGULAR MEETING OF BOARD OF DIRECTORS**

**MINUTES**

**October 10, 2024**

**Directors Present:** G. Capielo, M. Cardella, M. Amsbaugh and L. Greer

**Directors Absent:** D. d’Heilly

**Staff Present:** A. Martinez of Elite Community Management and 3 Homeowners were present

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**CALL TO ORDER**

G. Capielo, called the meeting to order at 3:00 p.m. at 444 Recluse Lane at the park benches.

**HOMEOWNER FORUM**

There were 3 Homeowners present. Comments from the floor included discussion over architectural violations and maintenance violations and the recently distributed newsletter.

L. Greer arrived at 3:15 p.m.

**APPROVAL OF MINUTES**

**The minutes of the September 11, 2024 Meeting of the Board of Directors were reviewed and upon a motion duly made, and seconded, the Board approved the minutes. M. Amsbaugh abstained**

It was noted that an Executive Session was held immediately following the open session to discuss a request for changes to the common area and open enforcement violations.

**FINANCIAL REPORT**

**Financial Report**

The September 30, 2024 financial statement was provided to the Board for review in May in accordance with civil code requirements.

**Upon a motion duly made, and seconded, the Board unanimously approved the purchase of a New CD with a term of 5 months at 4% interest with US Bank.**

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Delinquency Report

The Board reviewed the delinquency report.

**Upon a motion duly made, and seconded, the Board unanimously approved placing a lien on account #34183.**

Reserve Projects

The Board noted that this item can remain on the agenda for future meetings.

Expenditures & Budget Summary

The Board noted that this item can remain on the agenda for future meetings.

**MANAGEMENT REPORT**

The Board reviewed the work orders issued since the last meeting. The Board discussed the open violations and how to better track them moving forward.

**COMMITTEE REPORTS**

Landscape

The Board reviewed the proposals provided for landscape maintenance. It was agreed that an additional meeting to meet the vendors and ask additional questions is needed. Management to follow up with MSE Landscape and LaBahns Landscape to schedule an additional time to meet and discuss the proposals presented. Trees It was also agreed to follow up on treatment of the trees on the property.

Architectural

Applications

There were no applications presented at this time.

Website

It was agreed that no changes needed to be made at this time to the website. Once the reservation system is up and running this will be revisited.

Newsletter

The Board discussed the newsletter.

**UNFINISHED BUSINESS**

Tot Lot - Project Prioritization and Planning

This item was tabled at this time.

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Key Fobs – Contact Info for Key Holders

The Board discussed the Key Fob distribution list and the updates that have been made to the data base.

Low Water Landscape Project

This item will be tabled pending discussion on the engineering proposals for drainage on the upper level of the park.

Reservation of Amenities - Procedures

The Board discussed the proposal for the changes in use of the community amenities. It was noted that some items needed changes including the fee for the deposit. This item will be continued and a new form will be drafted.

Pickleball/Tennis Court – Usage and Reservation System

The Board discussed the Pickleball/Tennis Court Reservation System. L. Greer advised that they had purchased the software and will be setting up for one account per household. M. Amsbaugh to assist with signage.

**NEW BUSINESS**

Park – Engineer Proposal

Two Proposals were submitted for review. The Board agreed to table this item for further discussion.

Maintenance – Gate Repairs and Redevelopment

The Board reviewed the proposals provided.

**Upon a motion duly made, and seconded, the Board unanimously approved the proposal provided by Baker Iron Works in the amount of \$9,125.**

**Upon a motion duly made, and seconded, the Board unanimously approved the relocation of the gate at the pool to meet code not to exceed ~~\$1,400~~ ~~\$5,000~~ total inclusive of Gates cost**

Reserve Study - Draft

The Reserve Study was presented for review. The Board discussed the Reserve Study and the Budget for 2025.

Budget Review – 2025

A Draft Budget was presented to the Board for review. The Board agreed that they would table this item. The Board requested that this item be added to next months agenda specifically detailing the possible increase.

Also noted was the increase in the association's insurance for 2025.

Pest Control

The Board tabled this item pending additional bids.

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Resolution for Transfers from Operating & Reserve Accounts

A resolution was not needed at this time.

**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 7:42 p.m. to Executive Session.

Prepared by:

*Elite Community Management*



Secretary

11/13/24

Date