



| Villa Caballeros Homeowners Association Board Meeting Minutes | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-----------------------|--|----------------|----------------|------|----------------|------|----------------|------------|---------|-----|----------------|---------------|---------|-----|-----------|------------|-----------|-----|-----------|-----------------|---------|--|-------------------|------------------|---------|--|------------|----------------|---------|--|
| Date | May 20, 2024 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Place | Virtual - Zoom | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| In Attendance | Board Members | <table border="1"> <thead> <tr> <th>Board Position</th> <th>Name</th> <th colspan="2">Present/Absent</th> </tr> </thead> <tbody> <tr> <td>President</td> <td>Brian Earp</td> <td colspan="2">Present</td> </tr> <tr> <td>Vice President</td> <td>Mike DeLauzon</td> <td colspan="2">Present</td> </tr> <tr> <td>Treasurer</td> <td>Mark Davis</td> <td colspan="2">Present</td> </tr> <tr> <td>Secretary</td> <td>Rodger Vanhyfte</td> <td colspan="2">Present</td> </tr> <tr> <td>Director at Large</td> <td>Mike Fitzgeralds</td> <td colspan="2">Present</td> </tr> <tr> <td>Management</td> <td>Cindy Anderson</td> <td colspan="2">Present</td> </tr> </tbody> </table> | | Board Position | Name | Present/Absent | | President | Brian Earp | Present | | Vice President | Mike DeLauzon | Present | | Treasurer | Mark Davis | Present | | Secretary | Rodger Vanhyfte | Present | | Director at Large | Mike Fitzgeralds | Present | | Management | Cindy Anderson | Present | |
| | Board Position | Name | Present/Absent | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| President | Brian Earp | Present | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Vice President | Mike DeLauzon | Present | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Treasurer | Mark Davis | Present | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Secretary | Rodger Vanhyfte | Present | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Director at Large | Mike Fitzgeralds | Present | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Management | Cindy Anderson | Present | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Homeowners | <table border="1"> <thead> <tr> <th>Homeowner(s)</th> <th>Unit</th> <th>Homeowner(s)</th> <th>Unit</th> </tr> </thead> <tbody> <tr> <td>Smith & Bernal</td> <td>319</td> <td>Sealy</td> <td>313</td> </tr> <tr> <td>Killion</td> <td>112</td> <td>Morgan</td> <td>110</td> </tr> <tr> <td>LaSalle</td> <td>307</td> <td>Steinbock</td> <td>111</td> </tr> <tr> <td>Bluhm</td> <td>117</td> <td></td> <td></td> </tr> </tbody> </table> | | Homeowner(s) | Unit | Homeowner(s) | Unit | Smith & Bernal | 319 | Sealy | 313 | Killion | 112 | Morgan | 110 | LaSalle | 307 | Steinbock | 111 | Bluhm | 117 | | | | | | | | | | |
| Homeowner(s) | Unit | Homeowner(s) | Unit | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Smith & Bernal | 319 | Sealy | 313 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Killion | 112 | Morgan | 110 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| LaSalle | 307 | Steinbock | 111 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bluhm | 117 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Recorder | Management | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| I. | Call Meeting to Order | Meeting called to order at 10:06 AM | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| II. | Approval of Minutes | Motion to approve: Davis Motion seconded by: DeLauzon | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| III. | Treasurer's Report | <ul style="list-style-type: none"> January to April 2024 is in line with projections ~\$2700 in unplanned taxes related to higher interest-bearing certificates of deposits. VCHOA is \$966 under budget \$281,243 in reserves \$19,000 borrowed from reserves in 2023 to cover cost over-run related to unplanned earthquake insurance policy increase. Allocation is being paid back over 2024 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |



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| <p>IV.</p> | <p>Committees Updates</p> | <p>Earthquake Insurance: (Earp DeLauzon Bernal):</p> <ul style="list-style-type: none"> ● Earthquake insurance vote ongoing. Deadline 05 June 2024 ● See business for MOTUS/other updates <p>Balcony Compliance: (Earp Fitzgerald)</p> <ul style="list-style-type: none"> ● Sigler engagement to review walkways & balcony recommendations ongoing <p>Architectural & Landscaping: (DeLauzon Vanhyfte Steinbock)</p> <ul style="list-style-type: none"> ● Review of front doors – we are not scheduled to paint doors currently. Recommend using “white erase” blocks from any cleaning store to clean up scuffs or general marks. ● Homeowners requesting painting of their doors out of standard maintenance will need to pay association paint vendors for the service. <p>Finance: (Davis Earp Ravenstahl)</p> <ul style="list-style-type: none"> ● No update <p>Communication: (DeLauzon Davis Bernal)</p> <ul style="list-style-type: none"> ● Proposal on Website in process including costs and data storage ● Action Item: DeLauzon will schedule a meeting with the Website Creator for review with the Board and potentially with homeowners. |
| <p>V</p> | <p>Business</p> | <p>a) <u>Earthquake Insurance & Motus:</u> Motus offering was approved by the board at April Meeting. Earthquake insurance voting to be completed by June 5. Action Item: Davis to initiate discussion with the provider to update the offer and to provide educational materials and communications to homeowners at the July Board Meeting. Earp clarified that Motus is distinctly separate from Earthquake Insurance Policy carried by VCHOA and is independent.</p> <ul style="list-style-type: none"> ○ <i>Important note raised by Earp:</i> Earthquake Insurance and Motus are distinctly different types of policies. The current VCHOA Earthquake Insurance policy is a standard policy that covers the Structures of VCHOA in the event of an earthquake resulting in damage. It does not cover the insides of the homeowner unit (except for walls, sheetrock, etc.). Motus is a “loss assessment” insurance and applies to losses sustained by a homeowner that result from an Earthquake. The proceeds from a Motus policy could be put towards a homeowner’s share of rebuilding of the complex and their internal unit. There is a |



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| | | <p>cash-out opportunity with Motus should VCHOA not be able to rebuild.¹</p> <p>b) <u>Elevator</u>: Elevator and elevator alarm failure on May 15. Both repairs were done at the same time. Repairs are completed.</p> <p>c) <u>Balcony Compliance & Elevated Walkways</u>: Chris Sigler (Civil Engineer) and Marshall Cooper (Cooper Coatings) conducted balcony and elevated walkway reviews. Sigler to provide a risk-based report back to VCHOA on both subjects. Cooper Coatings to provide updated bid for walkway repairs. Both topics up for discussion at the July Board Meeting.</p> <p>d) <u>Reserve study</u>: Board voted to allocate funds up to \$1800 for a full revamp of reverse study if indicated. If only a level 2 study required, expenditure would be \$1400. Motion raised by Davis. Motion seconded by Vanhyfte approving the expenditure. Action Item: Earp to contact Michael Graves at SCT to engage. Anderson to initiate contact with SCT for payment. Board also discussed the need for a maintenance calendar. Action Item: Earp agreed to calendarize all maintenance for upcoming 2 years on a shared calendar</p> <p>e) <u>Parking Garage / Tennis Courts</u>: Bid from Goss construction received a few days before meeting. No time for review. Action Item: Earp to schedule a meeting with board and Mark Goss to review the bid and review options.</p> <p>f) <u>Roof Leak</u>: Building 1 roof leak above Unit 120 isolated to structural crack (not roof). Repairs to the stucco required. Vendor discussion to ensue for Western Roofing replacement (beyond warranty period of current Western Roofing obligations). Action Item: Anderson to provide roof coating warranty details for each building to board members.</p> |
| VI. | Correspondence | None |
| VII. | Homeowner forum | General questions and answers |
| VIII. | Meeting Adjourned | 11:21 AM |
| IX. | Next Meeting | July 22, 2024, at 10:00 AM |

¹ Homeowners should review all policy details, inclusions and exclusions of coverage. VCHOA nor it's board cannot make any guarantees or assertions of Motus coverage.