

Minutes: Villas Homeowners Association
Board of Directors' Monthly Meeting
December 14, 2017
188 NE Villas Court

Meeting called to order and quorum established: 5:32 p.m.

Board members present: (NE) Ann Douglas; (SE) Judy Arnette, Cynthia Paulson

Managers Present: Malloree Boyton, EMS

Residents present: (NE) Kristina Holmen-Mohr, Nancy Titcher, Isabelle Rush, Jack Rush, Joel Yohalem, Holly Hinson; (SE) Glen Rushing, Suzanne Harrell, Pat Lee

Approval of minutes: Motion to approve November Minutes as written passed.

Treasurer's Report: Ann presented the Treasurer's Report. NE is slightly over budget; SE is on target. Motion to approve the Treasurer's Report as presented passed.

Landscape Report: Judy Arnette presented the Landscape Committee report. 148A SE – Magnolia was trimmed. Sandbags were removed from behind building 115 SE. The rye grass has taken hold behind building 100 SE. *Terry's Tree Service will complete minor grading of the area around 116A SE to prepare for rye grass seeding (Sadler's).

Pool Report: Glen Rushing presented the Pool Committee report. A new bulletin board has been ordered and *will be installed at the pool shelter. The Leon County Health Department recently closed the pool due to high chlorine level. This was corrected by Pool Tech. UPDATE: Pool has been cleared and is now reopen. New pool gate at the pool deck has been built/installed but reportedly needs adjustments to close properly. *Malloree will notify Rick Calvert to make adjustment. (Update: Complete). Three bids from alternate pool services are currently under review. When Pool Tech was notified we would not be renewing their contract, we received a response letter from the owner proposing a lower inclusive monthly fee and an offer to complete some additional repairs (including new pump motor) at no charge if we renew their contract for 2 years. *This will be decided by the Board via email discussion before the January meeting. A bid to seal the pool deck (Rick Calvert \$250-\$300) was proposed; *Malloree will seek additional bid from Tommy Gunn.

Social Committee: Nancy Titcher declares, "We're having a party!". The holiday party will commence at the close of this meeting.

Old Business

A. Business Discussed/Approved Via Email:

1. Item: 183 NE – Has reported a very large dying tree. Action: Bid approved from Terry's Tree Service (\$1,000). Status: Complete.

2. Item: 176 NE has overgrown landscape in front yard which is HO responsibility. Action: Malloree has notified HO via letter giving 30 days to clear up area, after which Sadlers will be hired with the subsequent invoice to be given to HO. Status: In progress.
3. Item: 133C SE front walkway has uneven concrete and wooden spacers needed to correct tripping hazard. Action: Board approved bid from Rick Calvert (\$200). Status: Completed.
4. Item: 183 NE front walkway wooden spacers needed to correct tripping hazard. Action: Board approved bid from Rick Calver (\$175). Status: HO reports some of the new spacers are not flush with the walkway and need to be shaved down. *Malloree will notify Rick to correct protruding spacers. Update: Completed.
5. Item: River rats were sighted in the NE by the pool and behind units 180, 182 and 189 . Action: Massey Pest Control has set new traps and will monitor. Status: Complete – ongoing.
6. Item: Renewal due on HOA post office box. Action: Contents of PO box which had gone uncollected by prior manager for several months have now been collected by Malloree. PO box renewed; Malloree will check box on a weekly basis. Status: Ongoing.
7. *Item: 185 NE requested repairs to front patio gate and rust on front door. Action: A bid from Tommy Gunn has been requested. Status: In progress.

B. Status of Board's Priorities:

1. Get a list of all the drains and cutoff valves (Judy Arnette) - The City is only able to identify the main cutoff valve. *Listing of NE cut-off valves/drain locations is still needed (SE is complete).
2. Attack NE wood rot: prioritize work to be done (Ann Douglas) - In progress. See Old Business C for update.
3. Examine all contracts and possibly re-bid (Malloree Boynton) – In progress. Some contracts are currently up for renewal: Pool Tech (December) and Sadlers (January). See Pool Committee Report.
4. Plan NE painting – On hold until wood rot repair complete
5. Mailboxes for SE – (Malloree) – Complete. See New Business A.
6. Create a Social/Welcome Committee (Nancy Titcher, Chair) – Complete
7. In accordance with Restrictive Covenants, each HO will provide copy of their HO insurance, and emergency contact info. (Malloree) – Ongoing

C. NE wood rot repair update:

180 and 193 NE now complete. Additional wood rot was found at 171 NE; Rick Calvert expects to have complete by the end of the year. The repair schedule for 2018 was briefly discussed. Suggestion was made that work begin on either 172 NE or 185 NE as this unit will be put up for sale soon. (Update: Board decided to postpone the wood rot repair on 185 NE until after a real estate inspection; next unit scheduled for repair will be 172 NE. Note: Ann Douglas abstained from vote.)

D. Flooding issues 132A SE:

Four different companies have been to inspect the area and have submitted proposed solutions with corresponding bids. The recommended solution is for extension of the gutters with the main downspout to tie into a French drain leading to the City storm drain. HOA will

be responsible for installation of the French drain; HO will be responsible for installation of gutters. *Malloreë will send a letter to the HO detailing the proposed project and responsibility. The Board will proceed with a decision based on response from the HO.

E. 115C SE:

Malloreë met with the HO to review the extensive list of items submitted for request repair. A follow up letter was sent delineating items of HO responsibility and those covered by the HOA. HO was instructed the patio will need to be left accessible for contractors to assess items for repair. *Malloreë will solicit the necessary bids for repair. In progress.

New Business

A. SE Mailbox Project:

The SE mailbox project is now complete. Motion to fund the project from the SE operating budget (rather than reserve account) was approved.

Meeting adjourned at 6:09 p.m. Happy Holidays to all!

Respectfully submitted,
Cynthia D. Paulson, Secretary

**** MEETING****

January 18, 2018 – 5:30 p.m.
164C SE Villas Court