

Minutes: Villas Homeowners Association
Board of Directors' Monthly Meeting
188 NE Villas Ct.
February 16, 2017

Meeting called to order and quorum established at 5:33p.m.

Board members present: (NE) Kristina Holmen-Mohr, Ann Douglas; (SE) Suzanne Harrell, Ann Akinson

Managers Present: Glen and Consuela Rushing

Residents present: (NE) Nancy Titcher, Carolyn Wilson. (SE) Cynthia Paulson

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

Treasurer's Report: (attached) Ann D. presented the Treasurer's Report. Motion to approve the Treasurer's Report as presented passed.

Landscape Report: (attached) Ann A. presented the Landscape report. Motion to approve the contract between Sadler Lawn Care Service, Inc. and Villas Homeowners Association passed. We clarified that Sadler's will blow off roofs on NE homes* two - three times a year as requested. *For those roofs that are safe for them to access. Ann A. pointed out some additional concerns: ferns growing on roof of NE 195 and 193. She will ask Sadlers about this.

Pool Report: Glen reported that all lights are fixed. Glen will look into upgrading the guard for the pool lock inside the pool area to allow for controlled access, but also safety in getting out of the pool area.

Old Business

A. Business Discussed/Approved Via Email:

1. The Board approved a request from 133C SE to remove old shrubs from in front of home at HOA expense, and replant at homeowner expense.
2. The Board voted via email on a motion made at January meeting to allow HOs on 189, 187, 185, 183 NE to move their mailboxes at their own expense, allowing for improved parking. Motion passed.
3. Approved a homeowner request at 180C SE to replace front light with motion sensor light at HO expense. They will do their own work.

B. Kristina H. and Ann D. reviewed the proposed contract with Executive Management Services, Inc. (EMS, Inc) in detail. Board members received a copy of the contract. Glen and Consuelo will be available for talking with EMS to help with the transition. An EMS plans to attend the Villas Annual Meeting next month. The motion to sign the agreement with EMS, Inc. as our new management company, beginning April 1, 2017, passed.

C. "The HOA Board nominating committee reported that Judy Arnette has agreed to a 2-year term and Cynthia Paulson has agreed to a 1-year term, both from the SE. Ann Douglas from the NE has agreed to serve another 2-year term. Voting for the new Board of Directors takes place at next month's Annual Meeting".

Managers' Report – Glen/Consuelo (attached)

A. The manager provided a list of recent actions for updates and/or discussion. In previous discussions, Ann A. brought up the fact that the SE mailboxes are in disrepair and unsightly, plus several SE homeowners have reported mail being stolen. Ann suggested the Board look into metal lockable mailboxes in a few centralized SE locations. The Manager's Report includes an estimate for the metal

mailboxes. The Board requested the Manager get estimates from Gunn Renovations on replacing the existing SE wooden mailbox houses (i.e., return to original construction), with homeowners purchasing new mailboxes where needed. There was general discussion regarding this topic but more information is needed."

B. The board approved reimbursing the manager for the costs of the website; \$140.00 Motion passed.

New Business

A. The Board discussed the issue of scheduling and paying for needed major infrastructure projects, especially regarding storm water management and erosion control. The Magnolia Engineering Report continues to be the Board's blueprint since it encompasses the entire neighborhood. We will involve EMS, Inc. to help us strategize and prioritize projects. Special assessments will have to be considered since this will be an expensive undertaking. With our aging facilities, increased soil erosion and increased heavy rain downpours, the Board feels it must take action before more homes experience water intrusion.

B. Car and motorcycle parking along Dellwood behind SE 197-C blocks a clear view of oncoming traffic for drivers pulling onto Dellwood from Villas SE. One of us will ask the owner of the vehicles (especially the car), to park along the curb. [Update – the owner of the car is now parking along the curb in response to an informal written note.]

C. Glen will get an estimate for fixing the lattice work underneath the rear pool deck.

D. The manager will provide the packets for the annual meeting. Suzanne will bring the past minutes and the notary stamp to the annual meeting.

F. The annual meeting will be on March 18, 2017 at St. Stephen. Two board members may have to participate by phone.

Meeting adjourned at 6:55 p.m.

Attachments:

Treasurer's Report
Landscape Report
Manager's Report

****ANNUAL MEETING****

March 18, 2017 – 10:00 a.m.

St. Stephen Lutheran Church

Corner of Meridian Road and Pinewood

Treasurer's Report

The usual monthly services in January for lawn care, pool upkeep, city water, etc., were purchased by the SE. In addition, Sadler's Lawn Care was paid an additional \$265 to cut down diseased hedges, cut tree limbs, and clean out overgrown areas at several homes. Stairs were repaired at 164-C for \$65. Uneven asphalt that posed tripping hazards were repaired in the parking lots near 197-C and 116-C for the sum of \$950, and Gutterhawk blew off all SE roofs and cleaned gutters and down spots for \$1,027.

In the NE, the usual monthly expenses for lawn care, pool upkeep, etc., were purchased in January. Other NE expenses included cutting diseased hedges by Sadler's Lawn Care for \$25, purchasing four young trees from Purple Martin Nurseries for \$525.84, and repairing a plumbing leak at 175 by White's Plumbing for \$992.40.

Three large pine trees near the pool that were removed and stumps ground by Terry's Tree Service in late December were paid for in January, totaling \$2,100. This expense was divided 60%-SE and 40%-NE. Office supplies for \$39.76 were also purchased and split 60/40.

All homeowners are up to date with dues.

Although we had some expensive purchases in January, both budgets are only slightly above the budgeted amount of where we should be for the first month of the year.

Ann Douglas

Landscape Report February 16, 2017

- 1) Sadler's will remove bushes at Marie's house in preparation for new landscaping. This has been discussed and voted on via email with the Board.
- 2) Sadler's will remove dead and dying bushes on the south side of SE 148-A. They will begin mulching in the area between the magnolia tree and the house.
- 3) Discussed with Marcus Sadler the beautification of the pool area where the pines were removed. One pallet of grass - \$100.00 (at Ann A.'s expense) and then possible plantings of approximately seven azaleas and pine straw. Estimate forthcoming for that, though some homeowners have offered to cover some of the costs.
- 4) There is some erosion and a sizeable sunken area on the north side of SE 164-C, near a fig tree. Our initial thought was water damage/drainage. But we are pretty sure now that it is a mole burrow with multiple tunnels leading into and out of the burrow. We will probably have to level the area with dirt and and replace the sod.
- 5) Sadler's will be taking out shrubs and probably taking down the hazelnut tree in front of NE 191.
- 6) Sadler's cut back and removed some large bushes on the north side of SE 132-A. The plants had gotten so large, they encroached on the parking area and the owner did not have room to park their car. *[They could **park** the car; but they couldn't **get out** of the car once they parked.]*

Ann Akinson and Suzanne Harrell

Managers Report: 16 Feb. 2017

Glen Rushing

1: Asphalt repairs were completed by Brad Layne 116C and 197C SE

2: NE TREES: 2 Red Buds not approved by city. Ann Atkinson said she had made contact with City?

3: Retaining wall behind 100C SE:

Verbal proposal from Brad Layne \$5,800-\$6,000.00

4: 194NE Steps and fence gate: Awaiting proposal Tommy Gunn

5: 197SE Patio Gate FIXED by Tommy Gunn

6: 185NE Rear Fence Email sent to home owner. HO responded that she would take care of it.

7: SE New Mailboxes: 3 X 13 Door Mailboxes. \$1278 each: \$3,834 plus installation costs

8: SE Wood Rot repairs: Tommy Gunn has committed to start the repairs this Wednesday, next week.