

**Minutes: Villas Homeowners Association  
Board of Directors' Monthly Meeting  
January 2018  
164C SE Villas Court**

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

**Board members present:** (SE) Judy Arnette, Cynthia Paulson, Suzanne Harrell

**Managers Present:** Rodean Rhinehart, EMS Community Association Manager, Morgen Rhea, Administration Assistant

**Residents present:** (NE) Nancy Titcher (SE) Ann Atkinson, Glen Rushing

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

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

**Manager's Report:** Rodean and Morgen introduced themselves as our new management team. They are taking over for Mallore Boynton who is leaving EMS for outside employment. They have jumped right for a smooth transition. Rodean gave a brief update on various ongoing issues which are reported under specific items in the minutes below.

**Landscape Report:** Judy Arnette presented the Landscape report. Routine lawn maintenance continues. The area around the main valves (behind the Villas entrance signs) is overgrown with vines and needs cleaning. Ann Atkinson will call the City to have this done. (Update: Completed) Sadlers is recommending millet seed in the area behind building 100 SE to replace the rye grass. There is a suggestion for Sadlers to clear away debris from cut-off water valves on SE units. Some HO's have their cut-off valve (located outside the front window) already marked with a pot or statue.

NOTE: *It was noted that White's Plumbing is our water emergency vendor.*

**Pool Report:** Glen Rushing presented the Pool Report. Rodean will adjust the timer on the lights immediately after this meeting. The new bulletin board has been installed underneath the shelter. The board has agreed to accept Pool Tech's amended offer and will renew with a 2-year contract.

**\*Additional bid(s) to seal the pool deck still needed.**

**Old Business**

**A. Business Discussed/Approved Via Email:**

- 1. Item:** SE Board vacancy (Marie Nordling) required immediate replacement to meet quorum criteria. **Action:** Board approved Suzanne Harrell as Director-At-Large for the duration of the present term. **Status:** Competed.

2. **Item:** 176 NE has overgrown landscape in front yard which is HO responsibility. **Action:** Manager notified HO via letter (12/11/17) to correct situation. *\*Rodean will follow up with the HO as specified conditions have not been met.* **Status:** In progress.
3. **Item:** River rats in the NE close to the pool continue to be problematic. **Action:** Another service call was requested for Massey Pest Control over the holidays. **\*\*\*PLEASE REFRAIN FROM FEEDING BIRDS OR LEAVING FOOD OF ANY TYPE OUTSIDE. BAG ALL GARBAGE SECURELY-NO LOOSE GARBAGE IN BINS.** *\*Manager will send out notice to all HOs.* **Status:** Pending.
4. **Item:** HOA post office box renewal. Rodean discovered that payment previously made for renewal of the PO box was not credited to the account; PO box was closed. **Action:** Checks have been rewritten and *\*Rodean will present proof of original payment to post office officials to reopen PO box; HOA PO box will continue to be checked on a weekly basis.* **Status:** Ongoing.
5. **Item:** 185 NE repairs to front patio gate and rust on front door. **Action:** Tommy Gunn has completed repairs (\$400). **Status:** Closed.
6. **Item:** Coupon books for dues payment have not been received by many homeowners. **Action:** EMS notified Cadence Bank; missing books will be mailed immediately. EMS notified all HOs that no late fees will be assessed for late January payments. **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 (EMS) – *In progress. Some contracts are currently up for renewal: Pool Tech (under negotiation) and Sadlers (January).*
4. Plan NE painting – *On hold until wood rot repair complete*
5. Mailboxes for SE – *Complete.*
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. (EMS) – *Ongoing*

**C. NE wood rot repair update:**

171 is now complete. Board approved repair of additional wood rot found at 176. Repairs on 172 now in progress.

**D. Flooding issues 132A SE:**

Letter was sent to the HO outlining the full proposed project with attached detailed options. Board is awaiting response from the HO to proceed forward.

**E. 115C SE:**

HO was instructed the patio will need to be left accessible for contractors to assess items for repair. The son will arrange to meet with vendors (*son's contact number is needed*). Bid was requested from Rick Calvert. *\*EMS will solicit additional bids. \*Sadlers will clean up the*

*back yard and areas closest to the fence line of leaves, trash, wooden pallets and sand bags. In progress.*

**F. 116A SE:**

Terry's Tree Service was to complete minor grading work around unit in preparation to plant grass seed; however. it has come to light that a permit is often required for grading projects.  
**\*Rodean will get the City code to determine if a permit for this minor work is required. In progress.**

**New Business**

**A. City water bill**

An error deficit in the City billing for water service over the last few months has been corrected. We have received a bill for \$6,908.07 with installment payment options. As the current budget already had the necessary funds in this line item, the Board approved payment in full for the outstanding amount.

**B. Homeowner concerns**

Hurricane preparation plywood is still in place on the back windows of 148A and 148C SE.

**\*Judy will alert HOs to remove plywood and repair nail holes with caulk.**

Parking violations – 181C SE has a vehicle parked close to mailbox which hinders mail delivery; 196B SE has an inoperable car with an expired tag parked in the driveway

**\*Judy will alert HOs to correct parking violation.** (Update: Violations corrected)

We mourn the loss of fellow Board member and longtime resident, Marie Nordling Strickand who passed away on January 2. Marie was a pillar of our community and we will miss her warm spirit and friendly smile. Condolences are extended especially to Roy, her loving husband, and to the entire Nordling and Strickland families.

Meeting adjourned at 7:11 p.m.

Respectfully submitted,  
Cynthia D. Paulson, Secretary

**Attachments:**

Treasurer's Report – Attachment A

**\*\*\*\* FEBRUARY MEETING\*\*\*\***

**February 15, 2018 – 5:30 p.m.**

**172 NE Villas Court**

**Treasurer's Report**  
January 2018

In addition to the usual monthly expenses, the following services were purchased in December:

SE

- Terry's Tree Service was paid \$1,500 to remove a dead oak and elm in front of 116-A and remove an oak limb behind building 100
- Sadler's Lawn Care was paid \$63 to purchase and spread rye grass seeds behind building 100
- Omni Services was paid the final installment of \$3,848.42 to complete the new mail boxes
- copying and postage costs were higher than usual due to mailing the notice of increased dues beginning in January to all SE homeowners

NE

- no additional repairs or maintenance services were purchased in December in the NE

One SE homeowner continues to be delinquent with monthly dues; currently owes \$734.56.

The NE Operating account came in on target with its 2017 expenditures. The NE Reserve account actually came in under budget for the year. The SE Operating account came in 11% under its budgeted amount in 2017, but as the board expected, the City utilities (water/ sewer) recently found its six-month billing error. The SE will need to pay that hefty sum next month. The SE Reserve account used six times its budgeted amount for expensive repairs and services in 2017. A healthy amount (over \$48,000) remained in the SE Reserve account at the end of December 2017.

Ann Douglas  
Treasurer