

Minutes: VILLAS HOA BOARD MEETING
July 19, 2018
172 NE VILLAS COURT

Meeting called to order and quorum established at 5:35 pm.

Board members present: (NE) Ann Douglas (SE) Judy Arnette, Suzanne Harrell

Residents present: (NE) Nancy Titcher, Kristina Holmen-Mohr, Jack Rush, Holly Hinson, Carolyn Wilson (SE) Glen Rushing

Approval of June minutes: Motion made to table approval of the June minutes until corrections are completed and re-submitted. The Board will vote on minutes by email.

Approval of June Financials: Ann Douglas presented the Financial Report for NE and SE June expenses. Of note, our expenses for the pool are almost twice what was budgeted. The SE is slightly over the expenditure target for six months. The NE is on target for expenditures for the six months. Motion to accept the financial report passed.

Manager's Report (7-16-18): See attached report

Committee Reports

Landscape Report: Suzanne Harrell gave the landscape report (attached).

Pool Report: Glen brought up some possible issues with the pool regarding required items. The skimmer net is missing from the fence; "no diving" stencils faded; not sure where "rescue ring" is. He stated that he was making observations from his home, not from within the pool area itself.

Follow up Note (post meeting): Suzanne followed up on the concerns. The life rescue ring is hanging on the back wall of the porch area (but somewhat tangled in the old pool rope). The new skimmer net is also on the back wall; "No Diving" stencils, while readable, are faded.

Social Committee: No activities were planned since the pool "party" last month.

Judy suggested that everyone read the interim report, rather than going over it during the meeting.

Interim Report:

- a. Stubbs roofing put a new roof on the pool house. **COMPLETED**
- b. Arnold's Roofing began their check of boots on NE roofs. SE roofs will be checked too. - ONGOING
- c. Arnold's Roofing repaired a roof leak at 196A SE. **COMPLETED**

- d. Request from new owner of 190 NE regarding cleaning of gutters. The President sent an email explaining that gutters on the NE were not original to the construction and therefore not covered by the HOA. Suggested she contact Gutterhawk. **COMPLETED**
- e. Owner of 148B SE sent request in due to suspected possible roof leak - Rick Calvert to check this out on Tuesday, July 17, 2018 and if it is minor, he will repair it while there. He did not find any damage. **COMPLETED**
- f. Calvert Construction to give bid on concrete repair at driveway of building 133 SE His estimate to repair was \$200 to \$300. **ONGOING**
- g. Calvert Construction to give bid on 115C SE. **ONGOING** because the owners have not completed the work they needed to do prior to the actual repair. Rick Calvert said, due to extent of water damage and all wood rot and roof on shed, the cost to repair is about \$3,040. Tommy Gunn's bid was \$1475 but did not include all wood rot and new roof on the shed.
- h. Request received from owner of 185 NE to remove holly bush growing under a tree and ground cover that has gotten out of hand. He wants to plant lemon grass and other types of grass in those areas and along side of unit. **COMPLETED**
- i. There is an area of concrete at the entrance to the driveway for the SE 133 units. The concrete is rough on the edges and is slightly higher than the rest of the road. Safety stripes have been painted on the area. **COMPLETED**
- j. Calvert checked on a possible leak at SE 148B at no charge. No leak found. **COMPLETED**
- k. Dennis submitted a request to replace the globe lights in the entry/courtyard area. Ann moved that the Board approve his request, with the provision that we tell him that all the lights in the same area must match. **COMPLETED**

Old Business:

- a) Our understanding was that our contract with EMS included legal services. But the coverage is limited. We received and paid a bill for \$1100.
- b) **Amendments to Covenants:** The Board and residents in attendance discussed changes that need to be made to update the Covenants. Getting the participation in the voting on the proposal is critical. The plan is to get 85% of owners to agree to change the majority vote needed to change the covenants to 65%. Ann volunteered to look into how to send in an amendment to a covenant.
- c) **NE Paint Committee:** Holly reported on recommendations of the paint committee. With the help of the consultant, the committee will make initial decisions on colors and color combinations. She presented potential costs. The Board will meet with the committee and NE homeowners to explain the painting choices, and how the process will work.

New Business:

1. We need to hire a professional painting consultant for the NE. The committee (see NE Paint Committee above) will meet on August 4. Holly contacted a professional color consultant to help with the process. The consultant would have a contract. The committee will have to set basic parameters for the consultant's work.

The next meeting will be on August 16, 2018 at SE 164 C

The meeting was adjourned at 6:50 pm.

Attachments

Treasurer's Report; Manager's Report; Landscape Report

Treasurer's Report
July 2018

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

SE

- Sadler's Lawn Care was paid \$680 to prepare the soil, plant grass seed, and cover it with hay at 196-C, 133-C and behind building 100
- Pellegrino Enterprises (tree service) was paid \$1,675 to trim dangerous limbs near buildings 116, 100-C and 180-A
- Massey Services was paid \$1,815 for the annual termite bond

NE

- Calvert Construction was paid \$750 for wood rot repair at 190 in preparation for the home's sale
- Pellegrino Enterprises was paid \$400 to trim dangerous limbs at 190 and 192

SHARED EXPENSES

- Pool Tech did not submit an invoice for pool service in April, but submitted it along with the May invoice in June. All services, including the standard cleaning, special chemicals, the work done in March of draining the pool for repairs at the bottom, plus several repairs to the concrete and tile, came to a total of \$3,341. This was split 60% SE and 40% NE
- Calvert Construction repaired wood rot at the pool house for the sum of \$1,460; split 60% SE and 40% NE. With this repair and that of Pool Tech's repair described above, the profit/loss statements for both the SE and NE show the pool repair expenditures at more than twice that budgeted for the entire year
- Massey Services was paid \$684 for the annual pest control and baiting the rat traps for the entire neighborhood; split 60% SE and 40% NE
- Sadler's blew off the pool roof for \$25; split 60% SE and 40% NE

Although the SE homeowner who has been in arrears for monthly dues since December paid the required \$709, he failed to pay the June dues on the two homes he owns. Once again he shows a balance due of \$288.47; however, the manager recently reported that she received a check for that amount in mid July. Unfortunately he failed to pay his July dues on time. He will receive yet another notice.

A NE homeowner who is out of town for months at a time and who usually pays his dues several months ahead forgot to make June's payment. The manager recently reported that she received his June payment plus July through September.

At this point in the year, SE expenses are slightly over budget in its operating account while the NE expenses are within its operating account.

Ann Douglas, Treasurer

Manager Report
July 16, 2018

HOA Items:

1. Emailed 183 NE relative to missed payment on account. Payment received from owner.
2. Emailed all SE owners relative to GutterHawk roof and gutter cleaning.
3. Contacted Arnold's Roofing relative to leak at 196-A SE.
4. Emailed all owners relative to pool closure due to pool house being reroofed.
5. Emailed Bobo's cleaning relative to pool closure due to pool house being reroofed.
6. Contacted GutterHawk about repairing gutter at door area of 164-B SE.
7. Emailed Board President relative to the repair needed at 196-A SE (remove shingles, replace rotted wood, insert storm guard over entire area, place new shingles \$675.00).
8. Talked to owner of 132-A SE relative to payment due to vendor for gutters. Provided her with their mailing address. Contacted vendor relative if payment has been received yet. Have not heard back from vendor yet.
9. Emailed 132-A SE relative to signing letter for exterior change.
10. Emailed all owners relative to continued safety with keeping vehicle and home doors locked and reporting any suspicious activity to police, management, or board member.
11. Emailed all owners relative to pool being reopened along with reminders relative to turning off fans and lights at pool and removing cigarette butts from area.
12. Emailed insurance agent relative to possible permanent wheelchair ramp at pool area.
13. Filled out Fannie Mae request for 197-A SE.

Landscape Report
July 20, 2018

Sadler's continues routine lawn and landscape work. Lots of mowing due to our rains.

We had a request from SE 133-A to have some branches trimmed, so that the street light on the south side of the fence won't be blocked. Judy spoke with Marcus Sadler about the situation. They may be able to do the work at their next visit. Estimated cost - \$150.

I will wait until the new owner of SE 197-A moves in to address the hanging cable lines behind the unit. The City said the lines were cable and not the responsibility of the City. Once the new owner contacts Comcast about service, she can also request that the lines be fixed.

Sadlers has been trimming the sago palms in SE and NE as requested.

I asked Marcus Sadler to take a look at a tree that has grown very tall between SE 164-C and SE 180-C (on the north facing side). Marcus will let me know what it might cost to take it down - or if we might need a tree service.

Judy spoke with Marcus about several overgrown bushes in front of SE 164-B. They need to be cut back so they're not touching the walls or eaves.

Sadlers dug a shallow trench from SE 181-B to the street. During a rain, water had collected in the unit's courtyard and couldn't drain to the street. There may be some blockage within the courtyard that the owners can clear.

The drain behind SE 180-A backed up at our last hard rain. Water was nearly to the foundation of the home. Ann Atkinson shoveled dirt and mud away from the drain and water began to move through it. She asked that we have some way for Sadlers to check these drains routinely. Or ask IF Sadlers should be responsible for this, or if there's some other way to deal with our drainage problems. We tend to not think about drains until they aren't working.

** Not technically landscape, but during one of our thunderstorms, I noticed that part of the gutter at SE 164-C had pulled away from the roof and water was pouring down the wall. I reported the problem to EMS and they had Gutterhawk out to fix it by the next day.