

Minutes: Villas Homeowners Association
Board of Directors' Monthly Meeting
October 19, 2017
164C SE Villas Court

Meeting called to order and quorum established: 5:31 p.m.

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

Residents present: (NE) Kristina Holmen-Mohr, Holly Hinson, Nancy Titcher, Carolyn Wilson (SE) Pat Lee, Glen Rushing, Suzanne Harrell

Approval of minutes: Motion to approve September Minutes with correction passed: Old Business A, Item 2 (Blueprint copies needed for drawing NE/SE cut-off valves.).

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

Manager's Report: None given.

Landscape Report: Judy Arnette presented the Landscape Committee report. Routine lawn maintenance completed. Additionally, select NE/SE houses with excessive debris had roofs blown off this month.

Pool Report: Glen Rushing presented the Pool Committee report. Replacement skimmer netting has been purchased; *a handheld net still needs to be obtained. Algae ring discoloration continues to be visible around deep end of the pool. *Pool Tech will be notified to treat algae ring. The north gate continues to be nailed shut for safety. Board has reviewed proposals for gate replacement with either a chain link or wooden gate. Bid from Rick Calvert to build/install new wooden gate was approved (\$550). A double-sided lock (identical to the south gate) has been purchased and will be installed on new gate. It was noted that pool cleaning log sheet is not posted with a suggestion that a bulletin board and clipboard be re-installed under the pool shelter.

Social Committee Report: Nancy Titcher reported that the pool social last week was very nice and a tremendous success. Lots of good food and conversation were enjoyed by all in attendance. She thanked everyone who attended and encouraged others to join the upcoming socials – next one will be a holiday gathering in December.

Old Business

A. Interim Report/Follow up items from September Meeting:

1. Item: 176 NE complained about construction debris. Action: Debris removed. Status: Closed.
2. Item: 197B SE patio gate with missing slat. Action: Wooden slat has been reattached. Status: Completed.

3. Item: 180B SE reported wood rot on the support column in the NW patio corner. Action: Board approved \$375 for post replacement; work to be done by Rick Calvert. Status: Completed.
4. Item: Annual SE termite inspection scheduled for 8/17/17. Action: Inspection results be given to each affected HO. Status: Completed.
5. *Item: Annual NE Terminix inspection is scheduled for 8/30/17. Action: Erin will notify each affected HO; results to be compared to the NE wood rot repair schedule. Status: Pending.
6. Item: 133A SE reported ceiling stain in area different from original roof repair. Status: Tadlock has done inspection and determined no new leaks. Status: Closed.
7. Item: 133A SE reported possible pest infestation of pine tree behind unit. Action: Sean Allen, Leon County Forester inspected tree and determined no infestation. Status: Closed. See report, Attachment B
8. Item: 179 NE - a) back gate needs minor repair; b) concrete driveway in unsafe condition and disrepair. Action: a) Gate repaired; b) Three bids were reviewed; Board approved proposal from Marco's Concrete for driveway repair/replacement (\$2100). Status: Completed.
9. Item: 132A SE flooding issues. Action: Sadlers will install corrugated downspout to divert water away from unit back NW corner Status: Completed. See Old Business E.
10. Item: Setting deadlines, handling emergencies, expediting work. Action: Board approved HOA President to authorize emergency repairs up to \$150. Status: Completed.
11. Item: SE mailbox project. Action: Board reviewed a total of 8 bids submitted from four different contractors and approved proposal from Omni Service Group at a breakdown cost of \$150 per address (total project = \$5,848.42). Status: In progress.

B. Status of Board's Priorities:

1. Get a list of all the drains and cutoff valves (Judy Arnette) – Work on this project is anticipated to resume in November with notice to HOs requesting cut-off valve/drain locations.
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 (Erin Bennett) – In progress. Some contracts are currently up for renewal: Pool Tech (December) and Sadlers (January).
4. Plan NE painting – On hold until wood rot repair complete
5. Mailboxes for SE – (Erin) – In progress. See Old Business A, Item 11.
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. (Erin) – Ongoing

C. NE Wood rot repair update:

Work is progressing nicely on the NE homes scheduled for wood rot repair: 173, 174, 178 are now complete, 180 is in progress, 182 scheduled next.

D. Status of project behind building 100/116A:

The large overhanging water oak limbs and the elm at the end of the cul-de-sac have been removed. Sadler's will then seed the entire area behind building 100 and over to 116A with rye grass once the weather cools. SE expense only.

E. Flooding issues 132A SE:

Proposed solutions to address the recent drainage/flooding issue with respective bids from three different vendors were reviewed and discussed. Solutions range from sealing the foundation to installation of a French drain and catch basins to major excavation requiring the removal of 3-4 trees. It was further discussed that redirection of the gutter flow away from the unit back NW corner could be accomplished by installation of either additional gutters or by a corrugated downspout extension. *Board decided to seek additional bids for sealing the foundation and to instruct Sadlers to install a corrugated converter to the back-corner downspout.

F. 2018 Budget Committees Update:

Ann presented the proposed 2018 NE budget which is very similar to the 2017 budget. NE dues are not projected to increase in the coming year. Thanks to the NE Budget Committee – Holly Hinson, Nancy Titcher and Ann Douglas. The proposed 2018 SE budget report should be complete with copies provided to Board for review by Monday. Both budgets will be voted on during the November Board meeting.

G. 2018 Nominating Committee Report

The Nominating Committee report will be presented at the upcoming November meeting.

New Business

A. December Board Meeting:

The December meeting will be changed from the third to the second Thursday, December 14 as a social gathering with a brief meeting. Nancy has graciously volunteered to host the meeting at her home. Additional details to be discussed at the November meeting.

Meeting adjourned at 6:36 p.m.

Respectfully submitted,
Cynthia D. Paulson, Secretary

Attachments:

Treasurer's Report (Attachment A)

Florida Forest Service Report (Attachment B)

**** NOVEMBER MEETING****

November 16, 2017 – 5:30 p.m.

164C SE Villas Court

Attachment A

Treasurer's Report
October 2017

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

NE

- wood rot repair at 173 and 174 - \$1,450
- tree limbs removed at 179 and 186 - \$25
- pool deck rebuilt - \$2,800 (40%)

SE

- tree limbs removed at 132A, 148A, 149B and 164A - \$75
- gutters and roofs cleaned by Gutterhawk on all SE homes - \$1,027
- pool deck rebuilt - \$4,200 (60%)

One SE homeowner is behind in monthly dues; owes \$106.80.

Both Operating accounts are within budget allotments for this point in the year; however, both Reserve accounts have been used extensively to purchase expensive repairs that were unexpected.

Ann Douglas
Treasurer

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Please Respond to:
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TO: Cynthia Paulson
FROM: Sean Allen, County Forester
SUBJECT: Loblolly pine tree at 194 SE Villas Court

On 10/03/2017 I inspected a Loblolly pine tree located in the yard between 149 and 133 SE Villas Court in Tallahassee, Florida. The tree had some suspicious holes on the bark around the tree indicating there may be some sort of beetle attempting to bore into the tree. After inspection, I determined that the holes are being caused by bark boring insect, and not a more damaging agent such as the Ips Beetle or Southern Pine Beetle. Bark boring insects only feed on the bark of the tree and does not penetrate beyond there into the cambium (living tissue), where significant damage can occur. It does not have any adverse effects on the health or viability of trees. I also concluded that the tree appears to be very healthy. It has a full and bright green crown, plenty of cones, and good sap production. Because of its healthy status, my recommendation is that the tree needs no treatment or removal.

Please feel free to call me any time if you have any questions.

Regards,

Sean Allen
Leon & Jefferson County Forester
Florida Forest Service