

Minutes

Villas HOA Board Meeting

February 21, 2019

172 NE Villas Court

1. Meeting called to order at 5:35 P.M. Quorum was established and all board members were present. Residents in attendance: Nancy Titcher, Kristina Holmen-Mohr, Jack Rush, Glen Rushing and Cathy Shoultz, and Jill Norman.
2. Minutes: Suzanne Harrell presented the minutes for January 17, 2019. Motion passed to accept minutes as read.
3. Financials: Ann Douglas presented the financials for January 17, 2019. Motion passed to accept financials as read. Treasurer's Report ATTACHED
4. Manager's Report: Judy Arnette read the manager's report that Kayla McKee sent for the month of January 2019. ATTACHED
5. Committee Reports:

Landscaping – as expected the dove weed treatment has left some bare places on both the SE and NE. The bare spots should grow back later in the Spring.

Sadler's have been working on cutting back shrubbery around the units on the NE in preparation for the painting.

NOTE: if homeowners do not allow the spraying of dove weed treatment and their grass does not return then the Villas HOA will not be responsible for replacing their grass. Those homeowners not allowing the spraying are: 184, 188, 192, and 194.

Pool – Cathy Shoultz was introduced as the new chairperson for a pool committee which will oversee the general care of the pool area and make suggestions to the board if changes are needed. Cathy presented a new stipulation to the current Pool Rules. No Smoking in or around the pool area. The board agreed with this change.

Social-Welcome – Nancy will handle the providing of refreshments for the Annual Meeting in March 2019.

6. Interim Report:
 - a) Isabel Rush has agreed to fill the remaining term of Elaine Connell's position. COMPLETED
 - b) Wood rot at building 164 SE. COMPLETED.
 - c) Wood rot at 195 and 189 NE, Rick will take care of back fence before painting begins. COMPLETED.
 - d) Wood rot on 177 NE is being worked on now. ONGOING.
 - e) Water erosion at 180 SE and 187 and 181 NE are being evaluated. ONGOING.
 - f) POOL TECH stenciled NO DIVING signs around the pool edge. COMPLETED.
 - g) Arnold's Roofing checking out the roof at 133A SE to see if there is a problem. COMPLETED.
 - h) Brown and Brown Insurance has inspected all common areas of the Villas on both the NE and SE sides, to include the pool area. We are waiting on their report. ONGOING.

- i) Miller's Tree Service contacted to complete trimming of oak tree in front of units 179 and 181 prior to painting. COMPLETED.
- j) NE homeowners' meeting held February 9, 2019. The Special Assessment for Painting passed. Special assessment is due to the manager's office by March 15, 2019. All-Spectrum painting will begin on or around March 20, 2019.
- k) Owner at 181 NE reported tree behind his property is growing into the fence area. The Sadler's will take care of this tree. ONGOING
- l) White's Plumbing fixed a broken water pipe in the common area of 165A SE at a cost of \$354.80. COMPLETED
- m) Complaint received regarding recycling bins in front of building 100 SE. The resident needs to return bins to their proper place. ONGOING.
- n) Similar problem found at 181 NE. Owner contacted and problem resolved. COMPLETED.
- o) Kayla will talk with the nephew of owner of 193 NE concerning his trailer as our covenants expressly forbid parking of trailers in the Villas. Though the board agreed to allow him to have it in his driveway last year, it was a temporary solution and cannot continue to allow the trailer to stay. ONGOING

7. Old Business:

- a) Omni is looking into water issues at 180 SE and 181 NE.
- b) Rick is to begin a list of all SE wood rot as soon as possible. If homeowners contribute to conditions that foster wood rot, the owner would then be responsible for the costs of repairs.

8. New Business:

- a) We will discuss the NE payment form before the next meeting. An owner has asked for an adjustment to the payment process for the painting assessment. Ann moved that we accept the owner's request to make monthly payments until she has paid her complete assessment. There will be a contract between the owner and the board to this effect. Motion passed.
- b) Ann Douglas is working on a letter to be sent to all tenants.

9. Meeting adjourned at 6:44 P.M.

10. Next Meeting:

VILLAS HOA ANNUAL MEETING
SATURDAY, MARCH 16, 2019

ST. STEPHEN LUTHERAN CHURCH

Treasurer's Report

February 2019

In addition to the usual monthly expenses, the following services were purchased in January 2019:

SE

- Sadler's Lawn Care was paid \$50 to trim a dogwood tree at 197-B and remove a stump at 165-A
- GutterHawk was paid \$1,027 to do their semi-annual cleaning of all gutters and blow off all roofs in the SE. They were originally scheduled for December, but inclement weather in December caused the work to be reschedule to January.
- Calvert Construction was paid \$7,380 for extensive wood rot repair at building 180-A, B and C. Payment was made from SE Reserve funds.

NE

- White's Plumbing was paid \$124.60 to repair a leak at the main meter near the front of 194 NE.

SHARED EXPENSES (SE 60%; NE 40%)

- The annual fee of \$140 for the website hosting and domain was paid to Glen Rushing, split \$84 SE and \$56 NE.

HOMEOWNER DUES

- At the end of January, the NE homeowner who has been in arrears for several months was still in arrears in the amount of \$722.71. The Treasurer phoned her in early February to discuss the situation. The homeowner claimed she did not understand the Dues Payment Policy but said she would call the Manager and settle the debt. The Manager reported that she never received a call from the homeowner but did receive a check in early February; however, it was \$50 short.
- The home at 115-A SE has remained vacant since the death of the owner and no dues have been received since December 2018. Dues currently owed: \$368.08. A family member informed the Manager that no one in the family is interested in the home and will not be paying dues on it. The home has been turned over to the bank.
- One other SE homeowner contacted the Manager stating he had lost his coupon book and missed sending in the January 2019 dues. The Manager is assisting him in procuring a new coupon book from Cadance Bank. Dues currently owed: \$139.83.

SUMMARY

Both NE and SE expenditures are within their budgets for this first month of the new year.

Ann Douglas
Treasurer

Manager Report
February 20, 2019

HOA Items:

1. Was contacted again by daughter of 115A SE that unit had informational papers in windows relative to who could be contacted.
2. Contacted White's Plumbing about leak by 165-A SE. Emailed all SE owners relative to possible water shut off during repair.
3. Noticed all NE homeowners relative to Special Assessment Meeting.
4. Noticed all homeowners relative to Insurance Inspection of Common areas.
5. Noticed all homeowners relative to 2nd Dove weed spraying.
6. Contacted Pool Tech relative to no diving stencils at pool.
7. Drafted NE Painting Contract.
8. Contacted Roofer relative to 133A SE. Roofer found roof is in satisfactory condition based on age of roof.
9. Contacted Omni Service Group relative to drainage issue at 180A & 164B to have them look into gutter addition. Will be out to look at this suggestion and give estimate on 2/21 or 2/22.
10. Mailed copy of Massey Inspection of SE to Sadler's so they could address any lawn/landscaping items listed.
11. Created spread sheet to track all NE owner special assessment payments for painting and all checks issued to vendor.
12. Reordered two coupon books for owner that misplaced originals.
13. Sent draft annual meeting documents to board for review.
14. Contact Miller's about looking at oak in front of 179/181 NE. Spoke to Clay Cantley and Bryan Wilson and this tree and tree behind pool area. Bryan Wilson will be going out onsite on 2/20 or 2/21 to look at these items and get back to Management.