

Minutes: VILLAS HOA BOARD MEETING
May 24, 2108
188 NE VILLAS COURT

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

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

Residents present: (NE) Nancy Titcher, Stephen Dudas, Patricia Dudas, Holly Hinson, Carolyn Wilson, Kristina Holmen-Mohr (SE) Cynthia Paulson, Glen Rushing

Approval of April minutes: The motion to approve the April minutes is **pending** until all Board members can read them, and corrections can be completed.

Approval of April Financials: The treasurer presented the Financial Report for the April expenses. Of special concern are the expenses related to woodrot repair in the NE. Motion to approve the Treasurer's financial report, as amended, passed.

Manager's Report (attached): Motion to approve the report passed.

Committee Reports

Landscape Report (attached): The HOA purchased hoses and timers for watering newly seeded areas behind SE 115 A-C units and areas behind SE 100 A-C units.

Pool Report: Elaine reported that pool and pool area upkeep was doing well. We need to be sure BoBo's and Pool Tech follow up on checking services on check sheets posted on the bulletin board when each visit is completed.

Social Committee: Nancy Titcher announced that the Villas' pool party will be on Tuesday, June 5, starting around 5:00ish.

Interim Report: (*Covers the end of April and three weeks of May*)

a) Board approved seeding behind 115 SE with Bahia seed and Bahia hay to hold seed in place. Purchase of hoses and timers for watering also approved. Sadler's did the work on May 10, 2018. COMPLETED

b). Letters sent to owners of 189 NE and 149A SE for signatures showing their understanding of responsibility of architectural additions to their units. COMPLETED

c). Wording on website regarding architectural changes to units was changed to "any architectural additions or changes." COMPLETED

d). Found wood rot in the fascia at the pool house. Calvert Construction began repair work. ONGOING due to weather.

e). Roof damage from wood rot found at the pool house. Bids for repair sought.

ONGOING

f). Letter from Board sent to owners of unit 181A SE regarding back dues. One payment was received but owners is still not caught up. ONGOING

g). Wood rot from inspector's report at 190 NE repaired by Calvert Construction.

COMPLETED

h). Garbage not bagged and trash pickup continue to be a problem even though Management sent a notice to all homeowners in March. ONGOING

i) Letter from Board sent to owner of 115C regarding removal of corrugated roofing material in order for wood rot repairs to be done. ONGOING

j). Wood rot repairs at 186 and 188NE. COMPLETED

k). Check sheets for both Bobo's and Pool Tech showing what has been done when they are there still not being done. Companies have been notified by management.

ONGOING

l). Wood rot issues at 180C SE. PENDING

m). Owner at SE 100C has not responded in regard to cleaning up the patio. Wood rot repair cannot begin until the patio is cleaned. PENDING

n). Judy reported on proposals for repairing or replacing the roof at the pool. Our options are to: repair damaged areas or replace the entire roof. Stubbs Roofing, Arnold's Roofing and Rowe Roofing have submitted bids. PENDING

m). When she returns, Pat Lee will speak with the owner/resident of SE 100-C about the inappropriate garbage/trash disposal, as well as not cleaning up after her dogs. PENDING

Old Business:

Judy has asked Kayla to call Mr. or Mrs. Tyre to follow up on the letter the Board sent them regarding SE 132-A.

All the Board members have the information from Mr. Anderson regarding making amendments to our documents. We will take time to study his information and/or proposals for changing our documents before we discuss the issue.

We are still waiting for the owner of SE 115-C to respond to our letter, which said that the HOA cannot fix the wood rot until he removes the corrugated roofing (the cause of the extensive wood rot in the shed). Tommy Gunn submitted a bid of \$775 to replace the door(s) on the storage shed.

New Business:

1. Glen explained that he does not have a way to block non-Villas' residents from posting on the Villas HOA website. He can only delete messages not related to the Villas.
2. Elaine told us that we need to renew the annual license for the pool.
3. Ann said we have five homes to work on (for wood rot). We have a spent the allotted budget for this year.

4. In discussion about painting the NE units once the wood rot repairs are completed, Holly Hinson suggested we engage a professional that could help with paint color issue. We will need a committee to work on this issue. Cynthia Paulson said that her daughter-in-law might be able to make some initial suggestions. The daughter-in-law has a good deal of experience in color combinations. Ann said that she would like the Board to address the painting issue at the next meeting.
5. Judy said we need to update our neighborhood directory. We need not only the owner's information, but also the tenant's information. Pat Lee offered to work on this project.

The next meeting will be on June 21 at SE 164-C.

Ann moved that the meeting be adjourned. Suzanne seconded. The meeting was adjourned at 6:50 pm

Attachments

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

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Treasurer's Report
May 2018

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

SE

Pellegrino Enterprises was paid \$1,800 to cut down 3 trees behind building 115, as well as grind down stumps at that location and, due to a tripping hazard, also at 196-C

Pressure washing was completed at buildings 149, 180, 196 and 197. Payment of \$1,600 was made to James Jones for this service. This completes pressure washing of all 13 buildings in the SE over the past 3 years

NE

Calvert Construction was paid \$4,500 for wood rot repair at 186
Pellegrino Enterprises was paid \$100 to cut down and remove a large limb at 172

SHARED EXPENSES

Storm water drainage was installed by Omni Services at 132-A SE to prevent future flooding at this home. Total payment came to \$1,984.58. 40% (\$793.83) was paid from the NE Reserve account; 60% (\$1,190.75) was paid from the SE Reserve account.

The same SE homeowner remains in arrears of his monthly dues totaling \$709.55. A certified letter was sent on April 30 informing the homeowner of his obligation to settle this debit within 45 days or face a lien on his property.

Several vendor bills did not arrive in time to be paid in April due to some confusion at the post office when the Association's mail was placed in the wrong box. Double payments to these vendors will appear in next month's reports.

The SE expenses are well within the budget at this point in the year. The NE budget is over extended in the carpentry area and the Reserve account due to the cost of wood rot repair.

Ann Douglas
Treasurer

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Managers Report

Villas HOA, Inc.
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Associa's Standard By

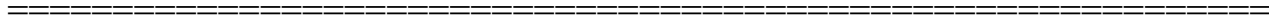
Manager Report May 21, 2018

HOA Items:

1. Emailed Mike Dillo with Termini's relative to copy of Contract; no response; Management will gather cost factors from other companies to have for future references and consideration.
2. Emailed Bebo Cleaning relative to no sign-up sheet being in place. Paul responded that they thought HOA would install sheet, but he would have his staff have one up on their next visit.
3. Certified and Regular Postal Mail letters sent to 151-A SE relative to delinquent account. One payment has been received in the amount of \$165.50.
4. Contacted BCD relative to unit 190 NE selling as home inspection report revealed wood rot repairs that needed to take place. Board sent report onto Calvert Construction.
5. Letter relative to work to be done at unit and the patio cover needing to be removed prior to some of the repairs being completed was emailed over to 115-C SE. No response from owner yet.
6. Emailed all owners relative to change in meeting date.
7. Emailed owner of 172 NE exterior change letter. Received signed letter back.
8. Attempted to reach out to owners of 192 A SE again relative to exterior change letter. No response. Will try additional numbers provided by BCD President.
9. Emailed owners of 189 NE and 199-A SE relative to exterior change letters. Have not yet received signed letters back but date for response is listed as May 25, 2018.
10. Contacted Arnold's Roofing and Boze Roofing relative to the pool house roof damage.

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Landscape Report
May, 2018

Sadler's continues routine lawn and landscape work.

Sadler's is currently replacing sod on either side of the walkway to the front door at SE 164C at the owner's expense. A neighbor has agreed to water the new sod.

Excess sod from SE 164C was placed behind SE 148C and SE 116A to help with erosion and flooding issues.

The rye we planted for erosion control behind the SE 115 and 100 units, will be dying out. We will replace it with millet in the next few weeks.

Removed downed tree limb at SE 165A

Removed downed tree limb behind SE 180C

Cut down low hanging limb near SE 180A

Ground and pulled roots behind SE 196C (late April)

Restoration work in the areas to the east and south of the SE 115 units is continuing. Recent rains have made a big difference and the seeded grass has begun to grow quickly. Removal of some trees along the fence behind the units has allowed more light in the area – which helps with keeping grass in the area. The HOA purchased timers and sprinklers for landscape purposes.

Cut back Sago palm at SE 148A in April. As of 5/24 – the Sago has come back in full and looks great.

Sadler's will be working on the Sago palm in NE area this month.

Sadlers donated sod for erosion control near SE 116C

I requested service from the City of Tallahassee to check the brickwork over the culvert under the exit from the SE 196 and SE 180 units. Brickwork is crumbling on north side.

Minor and routine yard work: Please let me know if you see areas that need attention. Please send me an email (spharr59@gmail.com) or give me a written note (SE 148-B). I don't always remember verbal messages people give me.