

**Minutes Villas HOA
April 21, 2022, 6:30 P.M.
Community Pool**

1. Call to Order

The meeting was called to order at 6:31 p.m., at which time all Board Members were present (Joan Kanan, Pat Lee, Mary McCormick, Stephanie Morse).

Other owners present: Toni Riordan, 165A; Glen Rushing, 132C; Cynthia Paulson, 149A; Jan Drew, 149C; John Cornelison, 165C; Kristina Holmen Mohr, 189NE; Betsy Stancliffe and Jack Gaskin, 196A.

2. Appointment of at Large Board Member

After hearing brief statements from the two candidates (John Cornelison, Unit 165C and Jan Drew, Unit 149C) for one at large Board member position, Jan Drew was appointed by the Board as an at large Board Member (SE) for a one-year term.

3. Approval of Minutes – Mary McCormick

The minutes of the March 13, 2022, meeting were approved without amendments.

4. Finance Report – Pat Lee

The Treasurer presented financials for March 2022, which were approved and accepted.

5. Landscape Committee Report – Judy Arnette

During March and April our lawncare service worked primarily on overgrown shrubs and small trees that were too tall and they will continue to concentrate this area. They cleared out a couple of drains on the SE that were causing some problems. They continue to check the drains. They also did the annual weed n' feed application plus they did the landscaping at the back of the pool where they laid sod and placed stepping stones to the doors of the mechanical rooms. This should make it easier for the pool chairperson, the health inspector and the pool company to safely get to those rooms. All of these above items were done in addition to the regular mowing and weedeating and edging.

Just a reminder to the new board to have all requests for landscaping to be sent to me via email. Requests need to be made a week in advance and all HO's need to be reminded to be patient as their requests will be placed on a list and handled as soon as possible, weather and time permitting. All HO's are also reminded not to disturb the workers or the Sadlers while they are working.

Nancy Titcher and Suzanne Harrell have agreed to continue to serve on the Landscape Committee with me for this Board year.

Following the reading of the report, the Board discussed landscaping with the owners. The Board noted that all requests for landscaping that would be done by the HOA or the owner must be sent to the Board using the Residence Request form. Owners may freshen their yards with annuals or perennials without Board approval.

6. SE Roofing Committee Report – Cathy Shoultz

There is an urgent need to reroof Buildings 149, 197 and 1980 at an overall cost of approximately \$63,000 (generally, \$7,000 per unit). The Board approved that the Roofing Committee set a date for and hold a special meeting to discuss the reroofing of Southeast buildings.

7. Pool Report

The Chair replaced the gate handle that had once more fallen off.

8. Manager's Report – Kayla McKee

- a. Mailed owners packet for Annual Meeting
- b. Emailed owners about meeting with Rick Calvert at pool area rooms to discuss work done and additional measures to take
- c. Informed pool vendor that pool chair has keys to new downstairs doors at pool
- d. Emailed 115C letter about fence painting
- e. Contacted roofer about 174 NE roof item
- f. Emailed 177 NE about pet waste concerns
- g. Emailed SE owners relative to painting take place in community
- h. Emailed 196B & 197B new owner information
- i. Communicated with Roofer that Saturday work was permissible
- j. Contacted Jeebs about 179 NE water issues when it rains
- k. Emailed 181C about exterior appearance
- l. Emailed 164B about exterior patio appearance
- m. Contacted pressure washing company about missed areas
- n. Contacted leak detection for water issue at 194 NE
- o. Contacted plumber for 170 NE leak
- p. Contacted leak detection for 170 NE leak
- q. Emailed SE owners relative to open board position
- r. Contacted pool chair about handle falling off
- s. Emailed 185 NE WDO report to Rick Calvert
- t. Emailed owners letter from new Board President

NE Owners Stubbs Roofing is beginning the post job warranty, completion certificates and other remaining items for the roofs. We have been told to complete wind mitigation reports they will need inside access to each home. As we get a more tentative timeframe for the wind mitigation we will reach out to the NE owners.

9. Old Business

The NE Roofing is complete and NE wood rot repair is still underway. We are still waiting on quotes for the NE retaining wall.

10. New Business

I. Resident's Requests: Kayla McKee

A. 197B Villas Court SE

1. Gutters and downspouts have debris – Gutters last done by HOA in Oct 2021 (can schedule for May 2022 by A1Gutters – price was previously \$750)
2. Nail pops at flashing around metal flue pipe – Asked Stubbs roofing for quote
3. Damaged portions down spouts & recommend downspouts further from building – Asked Rick Calvert for quote
4. Wood rot at various locations – Asked Rick Calvert for quote

The Board approved having the gutters in the SE cleaned in May.

B. 148B Villas Court SE

1. Walkway in front of house raised, trip hazard – Estimate from Rick Calvert for less than \$500.00

The Board approved having Rick Calvert repair the walkway if the cost is under \$500.

C. 180C Villas Court SE

1. Missing Shingles and Plumbing Boots damaged – Asked Stubbs roofing for quote
2. Gutter damage – This will be an owner responsible item as HOA only repairs gutters on B units in SE
3. Gutter and downspouts have debris – Gutters last done by HOA in Oct 2021 (can schedule for May 2022
4. by A1Gutters – price was previously \$750)
5. Wood rot at various locations – Asked Rick Calvert for quote
6. Request for new fence & gate on front & back patio as mostly rotted – Asked Rick Calvert for quote
7. Landscaping request – want to hire vendor to clear area along back fence line and around corner as it is overgrown; make area more level with surrounding property; create clean manageable pinestraw beds. Remove invasive species of nandina.
8. ACC request – replace all windows and sliding glass doors with hurricane proof windows.

The Board approved having the gutters cleaned in May. The Board approved having Kayla notify the owner that owners of Southeast A and C units are responsible for repairing damaged gutters. Comment: HOA is responsible only for repair of B Unit gutters.

The Board approved Unit 180C's landscaping request: The owner, at the owner's expense, may hire a vendor to clear the overgrown area along back fence line and around corner; make the area more level with surrounding property; create clean manageable pinestraw beds; and remove invasive species of nandina.

The Board approved replacement of all windows and the sliding glass door at the owner's expense with the stipulation that the windows have similar individual panes and similar visual characteristics to those installed in other nearby units.

D. 115C Villas Court SE

1. Request the fence behind house be repaired and have barbwire replaced. Plant bushes along fence such as Sweet Viburnum or Holly to act as visual screen and help deter fence hoppers.

The Board deferred its decision to allow for further investigation of the problem. The Board wants to ensure there are No Trespassing signs in the area and to determine whether repairs or plants are needed.

E. 186 Villas Court NE

1. Request to install fence in backyard up to and including the stairs from deck to east side of house.

The Board approved having Kayla provide notice to the owner (1) that the Board must be provided with a sketch plan and (2) that any improvements made by an owner become the responsibility of the owner and any future owner in perpetuity.

F. 132C Villas Court SE

The Board approved the owner's request to install a new screen door.

II. Use of Other Contractors

The Board agreed that additional contractors are needed to call on to do work at Villas HOA as Rick is often too busy to address minor issues.

11. Residents Comments, Questions

The Board and members discussed, and deferred for future consideration, the supervision of contractors.

12. Set Date and time for May Meeting

The next Board meeting will be held on May, 12, 2002, at 6:30 p.m. at the pool.

13. Adjournment

The meeting was adjourned at 7:48 p.m.