

VHOA Board Meeting Minutes

August 19, 2021

Zoom Meeting- 6:00pm

Meeting Called to Order at 6:02 pm. All Board Members were present.

Minutes: July 2021 Accepted and Approved without corrections.

Financials: The Treasurer presented financials for July 2021, which were approved and accepted.

Manager's Report:

- a. Emailed owners relative to tree work to take place in community
- b. Emailed and/or mailed Roofing Ballot to NE owners
- c. Emailed owners relative to landscaping and/or maintenance requests
- d. Contacted roofer again relative to both 148B and 149A SE
- e. Contacted tree company relative to a few items missed during service
- f. Emailed owners asking for volunteers for SE roofing committee
- g. Emailed owners asking for volunteers for ACC
- h. Provided new owner of 116A SE with new owner items
- i. Emailed 132 SE building about parking
- j. Scheduled pressure washing of pool deck area
- k. Mailed out NE special assessment invoices and letter
- l. Emailed 132B SE about parking concerns

Committee Reports:

- a. NE Roofing Committee:
 - No recent meetings
 - Requested the Board to consider the current RFP (Request for Proposal) sent to the five roofers who responded to our request, plus one roofer provide by homeowner Susan Powers.
 - The committee suggested the RFP/Bids be sent out in September with a response due in early October.
 - Payment by due by HOs by 10/31/2021.
 - Board request the Committee submit their top three roofers' choices, make a recommendation, and provide a reason for the recommendation over the other roofers.
 - Uniform Wind Mitigation Form is a standard form and will be provide to each HO by the roofer.
 - The RFP contains specification listed on the Uniform Wind Mitigation.
 - The Board will address the how to handle the non payment of assessments by HO and the timeline for sending out the RFP after the 8/31/2021 deadline.

- b. Landscaping: Judy Arnette, Committee Chair
In addition to their regular responsibilities, our lawn care specialists did the following:
- Took out a dead Weeping Willow in the rain garden at 179 NE
 - Cleaned up the Pampas grass at 184 NE
 - Removed the dead Maple at 187 NE (which will need to be replaced by the HOA since this was one of the trees planted by the city and the HOA a few years ago. It is recommended that you do not replace it with another Maple as they appear not to do well in our area.)
 - Cleaned up patio area and shrubs at 192NE (this expense is paid by the mother of the current resident whom we will need to contact as soon as I have the cost from the Sadlers),
 - Worked at removing grass and weeds growing up in parking areas on SE,
 - Removal of dead bush at 165b SE (which was original to the property and will be replaced with something nice by the homeowner).
 - Requested not to weed eat along the side of 116c SE due to flowers and to clear out a shrub and small tree which have just popped up from seeds from trees and plants in our area. These last items are behind 115a and b on SE and were hopefully taken care when our crew was here today if their schedule allowed for it.
- c. Pool: Mary McCormick, Committee Chair
- New pool rope installed
 - Pressure washing occurred today.
 - We approved asking Rick to replace a pool light.
- d. SE Roofing Committee: As of date, no one has volunteered.

Interim Report:

- a. Tree trimming done and called back tree people to trim a little more at 196A
- b. 148B - roof leak - roofers called who placed tarp - waiting on feedback from roofer as to status
- c. 149A roof leak over the bathroom - appears to be leaking again after a recent repair
- d. Pool light
- e. 132 building wood rot repairs complete
- f. 173 NE water leak – plumber called
- g. 185 NE in repairs in process - wood rot and sidewalk

Old Business:

- a. Retaining wall repair between SE and NE. Behind 183 and 185.
 - 8/4/2021 - Received one estimate from Dickerson Landscaping for complete replacement of the wall. For \$12,886.25 with a request for 50% deposit. Palm trees will not be removed
 - 8/13/2021 – Met with Ed Heid, Jeeb’s Stormwater Control Services. He will submit two estimates and proposals. One for complete replacement and one for partial replacements. The partial replacement will use some of the existing railroad ties. Palm trees will not be removed. 8/18/2021 Received his estimate, but it was not correct, included removing the palm trees. Requested a new estimate:
 - I spoke with 183 NE HO and 148C SE about the replacement of the wall.
- b. Retaining wall at 170 NE.
 - 8/10/2021 – Met with Clyde Martin, Blackhawk Engineering, Inc., recommended by Rick Calvert. He will provide a Retaining Wall Assessment for the following walls. Blackhawk will only provide an assessment. This will be similar to a report provided by Magnolia Engineering LLC in December 2014
 - End of NE Villas Court – wood wall and railroad ties
 - 170 NE – side and behind unit- railroad ties
 - 171 NE – side of unit – wooden wall
 - 172 NE – behind unit - railroad ties
 - SE and NE – behind 179 and 181 NE - concert blocks
 - 183 and 185 NE- behind unit – railroad ties

Once I received the estimates from Jeeb’s and assessment from Blackhawk I will forward all documents to the Board. Received \$250 invoice, Board voted to pay the invoice. Blackhawk will send assessment once they receive VHOA payment.

- c. Wood rot repair status:

SE:

132C complete

132B complete

132A will be completed by Monday, weather permitting

133A gate - Rick will trim bottom - HO is ok with this - no charge

149C gate - needs a new gate, hinges, etc.- \$850

196B deck -Rick is checking to see if wood prices have come down enough to make this feasible.

NE:

193 needs new wooden gate- \$850

185 re-level walkways, replace 2 x 4 spacers, new siding on side of garage door, trim, siding in the back and to the right side of the garage

Assessment of NE wood rot: Rick said they could do hopefully end of next week, again weather permitting - \$50/home (\$1300 total)

New Business:

- a. Safety Lighting: Crime preventing lights in the SE need to look at.
- b. Owner Maintenance responsibilities: Beautification. Some HO's are not maintaining their patios. HO should contact Cathy Scholtz regarding any homes that are not being maintained. A general notice will be sent our reminding all HO of the maintenance responsibilities. VHOA can go into a HO's patio who do not take care of their patio property, the HOA can have them cleaned up at the HO expense.
- c. SE Wood Rot – already discussed
- d. SE Roof Committee – need volunteers
- e. Pressure Washing: This is for the SE. Pat Lee will get an estimate and report to the Board.
- f. HOA'S Fees: Possible in increase in dues for SE and NE. Increase of more than 10% requires HO's vote.
- g. Budget Committee: SE and NE will need volunteers.

Comments From Homeowners:

- Susan Power -correct phone number is (850) 509-4327
- Glen Rushing -encouraged HO to volunteer
- Architectural Committee needs three volunteers – Two from the SE and one from the NE.

Next Meeting: 9/16/2021 6:00 pm – Zoom Meeting

Meeting Adjourned at 7:16 PM

Important Notice:

SE homeowners should also start setting aside money for a roofing assessment. We issue

this notification so that when the assessed amount is finalized no one will be caught unaware.