

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

**1. Call to Order**

**Board Members Present:** Joan Kanan, Pat Lee, Mary McCormick, Jan Drew.

**HOA Owners Present:** Nancy Ditcher, 188 NE, Isabel and Jack Rush, 187 NE, Robin Ballard, 116A SE, Glen Rushing, 132C SE, Kristina Holmen-Mohr, 189 NE, Margie McAdoo, 170 NE.

The President called the meeting to order at 6:31 p.m.

**2. Approval of Minutes – Mary McCormick**

The minutes of the June 23, 2022, meeting were approved without amendment.

**3. Finance Report – Pat Lee**

You will notice a balance of \$4,616.38 for the SE 2021 special assessment and a balance of \$5,007.59 for the 2021NE roof assessment. I recommend the SE balance be transferred to the roof assessment reserve as the Board last year agreed that any overage could be used toward the roof costs of the remaining SE buildings. For the NE balance I recommend that amount be transferred into the reserve account.

I want to also point out that landscaping expense and pool repairs for both NE and SE have already exceeded budget amounts. Also, expenses for SE sidewalks and paving have also exceeded that budgeted. Overall though, both streets are meeting the budgeted expectations at this point in the year.

There is one payment remaining for the City utility deposit to be paid in July; \$361.75 for SE and \$241.17 NE.

There are 3 SE HOs in arrears on the monthly dues. Kayla is in touch with the Hos.

The June 2022 financial report was approved.

The Board approved the transfer of funds within the SE Budget to cover the possibility of an increase in cost of materials to replace the roofs in the SE up \$24,000. This would prevent the need to increase the amount of the assessment approved to pay for the roofs.

**4. Landscape Committee Report – Judy Arnette**

The landscape Committee Report appears at the end of these minutes.

#### **5. Pool Report – Mary McCormick**

A tool to fix the pool lock handle will be placed in the storage room in a small plastic baggie. Joan Kanan and I looked at the pool lock to see whether we could change the code on the lock, but did not have the right tools. I will look at Ace Hardware for the right hex L-wrench, although we may yet have to hire a locksmith.

#### **6. SE Roofing Committee Report – Pat Lee**

As of the meeting date, 21 out of 39 HOs have paid in full. About 5 more have said they will pay by the end of July. Stubbs has told the SE Roofing Committee that prices for materials will increase by about \$25,000.

#### **7. Old Business:**

##### **a. Update on Landscape Committee's plan to prevent persons from climbing through fence behind 115C SE.**

The Board voted to give the Landscape Committee permission to purchase a wooden fence and materials needed to install the fence and to get a quote from Marcus on installing the fence behind 115C SE to prevent further trespassing due to a break in the current fence. They are also to purchase NO Trespassing signs to place in the area. \$500 was approved for this purpose.

##### **b. Quotes for work on Units 197B SE, 180C SE and 186 NE**

**197B:** The Board approved a quote from Omni Service Group in the amount of \$1925 to repair various wood rot.

**180C:** The Board approved a bid from TSpark Construction in the amount of \$2,400, to repair various wood rot with the stipulation that the work would include the cost of adding paint to match.

**186 NE:** The Board approved a quote from Omni in the amount of \$677 to repair wood rot.

**c.** The Board is waiting on quotes along with a site plan from Collins Land and from Roberts Construction for retaining wall on NE

**d.** The Pool Committee is still working on getting the lock code changed to prevent further use of the pool by non residents who have knowledge of the current code.

##### **e. 197A SE: Peeling paint and trees**

The Board approved a quote from OMNI in the amount of \$200 to paint an area where paint is peeled. Following a request, 2 separate arborists examined the health of the trees at 197A SE and determined that the trees are in good health.

**f. 132C: Screen door replacement/repair.**

The Board gave the homeowner of 132 C permission to purchase a storm door and have it installed as he has waited over 6 months on this request. He was allowed \$600 for this purpose.

**g. Post for Light by pool stairs need replacement.**

The Board approved asking an electrician for a quote on replacing the light post on the top of the stairs as it has rusted out.

**h. 149 B SE: Clogged gutter**

The Board approved a quote by Omni in the amount of \$300 to fix a clogged gutter at 149 B SE and also requested the cost of putting a screen over gutter.

**8. New Business:**

**a. 191 NE: Erosion of area around and under driveway.**

We have received a quote of \$750 to address the situation. It was determined that the erosion at 191 NE is being caused by the placement of the gutter discharge and is therefore the homeowner's (HO) responsibility to make the necessary repairs and to relocate the discharge site. The HOA will assist in finding someone to do the work. Gutters on the NE are the responsibility of the HOs as they were not part of the original construction and were added over the years by HOs.

**b. 182 NE and 186 NE - Drainage issues at 182 NE and 186 NE.** We are having inspections done to determine cause and solutions.

The Board asked Kayla to obtain a quote from OMNI to address the water seepage under the garage wall into the garage at 182 NE. The water pooling at 186 NE was determined to be from gutter runoff and is therefore the responsibility of the HO.

**c. 179C - Tree trimming for.** We have 2 quotes \$425 and \$500

The Board approved a quote by AAA in the amount of \$425 to trim the tree at 179 NE. The Board requested Kayla to ask AAA to take a look at the trees at 170 NE and provide a quote.

**d. Drains between 180A and B and at 132A SE are recommended to be jetted yearly.**

The Board approved a quote from OMNI in the amount of \$300 to jet the drains between 180 A and B SE and at 132 A SE

#### **9. Board Member Issues, Comments**

The Board recommended that the NE survey and prepare a document listing items that are original construction, similar to that done by the SE.

#### **10. Residents Comments, Questions**

None

#### **11. Time and Date of Next Meeting / Adjourn**

The next meeting will be held on August 18, 2022, at 6:30 at the pool.

The meeting was adjourned at 7:51 p.m.

## Landscape Report

I will address the SE back fence trespassing issue first. Marcus took a piece of fencing he had (small section) and placed it at the corner where trespassers had cut the chain link fence and fastened it with ties to see if it would work. After doing that he observed for the past two or three weeks that it was still intact. In the meantime, Nancy and Joan went out to Home Depot and found a fence 6 by 8 feet for \$76.26 and three posts at \$5.28 apiece which comes to approximately \$92 without tax. There would be an additional expense for cement (for the posts) as labor. In addition to the fence, I strongly recommend we put the hedge for \$19.95 per plant (which grows six feet high and six feet wide per plant) all along the back fence line. I estimate it will take approximately ten plants plus a soaker hose and a timer for watering. In addition, I would like some Hydrangeas to be planted around the tree at the corner area for beautification purposes. They are currently on sale at Esposito's at a reasonable price at this time of year. These are around \$30 to \$40 for three, if I remember correctly.

It has been extremely hot this month, which has been difficult for our lawns. The rains have begun to help. On the NE, 193 has chinch bugs and Marcus has started to treat that area. He also checked the area where there is some serious erosion at 191. He feels the downspout on the gutters at the corner of the u it is causing the problem and that a drain will need to be put in and run under the driveway and down the lawn (a few feet away from the driveway) to the street at the bottom of the lawn. He has not done any drain work in a while so could not give us an idea of a reasonable price. He was told by the HO that someone (a drain specialist) was coming out to check the area and give a quote.

I requested the crew clear out some vines and trim some shrubs at 148A SE and 164A SE as they were looking pretty bad. But, I should remind all HOs that it is not in their contract to weed around shrubs or flowerbeds. It is their responsibility to remove shrubs that are dead IF they are original to the property. HOs need to send me a request if this needs to be done. Most HOs, in the past, have hired Sadler's to do this type of work especially since previous HOs may have changed out shrubs or trees at a prior time. It is sometimes difficult to tell if some shrubs were original to the property or not as those who came before us have passed on.

The crew is working on cutting shrubs away from unit walls and eaves prior to our termite inspection periods. As fast as the plants have grown this year and as hot as it has been, this is a big undertaking which takes several weeks in a complex our size.

They have also been able to mow at 177 for the past couple of weeks and we are in hopes that this continues.

Our lawn care folks have always gone above and beyond for us, so if you have an issue please address it with me and I will handle it with our crew and vice versus if they have a problem with one of our HOs or tenants.

There were a number of other requests, in addition to their normal work that they have done.

## Manager's Report

The Manager's Report covers actions taken by the Manager following the June 2022 meeting. Items covered in the Manager's Report are covered under New and Old Business, above.

### A. Previous

1. **197B Villas Court SE.** Wood rot at various locations.
2. **180C Villas Court SE.**
  - a. Wood rot at various locations. Quotes have been received.
  - b. Request for new fence and gate on front & back patio as it is mostly rotten. Replacement of rotted boards on fence are in Rick Calvert's and TSpark's quotes.
3. **115C Villas Court SE.** The HO requests that the fence behind the house be repaired; that the barbed wire be replaced; and that bushes such as Sweet Viburnum or Holly be planted along the fence to act as a visual screen and help deter fence hoppers. This request was sent to the landscaping committee for its recommendations.
4. **186 Villas Court NE.** Wood rot repairs following home inspection. Quotes have been received.
5. **132C Villas Court SE.** Repair/replace storm door. Rick Calvert was asked for quote.
6. **183 Villas Court NE.** Chucks missing from driveway after roof job. Rick Calvert contacted for quote to patch. Looking at adding to overall driveway project for NE.
7. **Retaining wall #2 NE.** Collins Land & Roberts Construction have been sent requests for quotes along with the site plan.
8. **197A Villas Court SE.**
  - a. Front outside lower trim board paint has peeled from board. Quotes have been received.
  - b. Assessment requested of health and well-being of three large pine trees at corner of Dellwood and SE Villas Court. Two arborists looked at the trees; neither recommended removal or trimming.
9. **149B Villas Court SE.** Gutter is malfunctioning; possibly clogged inside gutter as it connects to French drain. One quote has been received.
10. **197C Villas Court SE.** Request for all bushes including ones at back of unit to be cut short. This request was sent to the Landscape Committee.

## **B. NEW**

### **1. 179 Villas Court NE**

- a. One of the rafters in front courtyard has split and needs repair and/or replacement. Also, the paint on all the rafters is bubbling up and peeling and they need to be repainted. Request sent to Rick Calvert for assessment & quote.
- b. Oak tree at unit needs to be trimmed. Quotes have been received.

**2. 149A Villas Court SE.** Previous leak area has shown up again. Manager asked Stubbs Roofing to add tarp to this unit along with the B unit.

**3. 186 Villas Court NE.** Water drainage issue was thought to be plumbing leak. Leak detection stated no leak and that a drainage system needs to be installed and have downspout from gutter attached to system. – HOA Manager contacted drainage company for assessment.

**4. 182 Villas Court NE.** Water intrusion during rains at garage. HOA Manager contacted drainage company for assessment.

**5. 191 Villas Court NE.** Erosion issues. A quote has been received.