

**Villas HOA Meeting Minutes
August 18, 2022, 6:30 P.M.
Community Pool**

1. Call to Order

Board Members Present:

HOA Owners Present: Toni Riordan, 165A SE; Robin Ballard 116A SE; Cynthia Paulson, 149A SE; Elise Cornelison, 164A and 165C; Gail Brown, 197A; Cathy Shoultz, 133C; Nancy Ditcher, 188 NE, Kristina Holmen-Mohr, 189 NE;

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

2. Approval of Minutes – Mary McCormick

The minutes of the July 21, 2022, meeting were approved without amendment.

3. Finance Report – Pat Lee

Other than the normal monthly expenses, SE and NE incurred expenses for a pool leak and a new water hose in May. The total cost of \$228 was split 60%SE/40%NE. Pool chemicals totaling \$173.88 were also paid with a 60%SE/40%NE split.

The SE operating account balance of \$26,468 includes roof special assessment amounts that have since been transferred. The current balance is \$10,883. The SE also paid the Sadlers \$50 in July to repair the fence in the back corner of 115.

The NE water June water bill was \$2,556.34 due, in part, to a leak that has been repaired. A request for a bill adjustment has been made and just waiting to hear back.

Both streets are within their budgets for this time of year although some line items are over budget.

SE had two HO's in dues arrears as of July 31 but, since then, one has been paid in full (\$1,081.86) leaving only one in arrears. The Manager has been in contact with the HO so hopefully it will be paid shortly.

The Finance Report was accepted.

4. Landscape Committee Report – Judy Arnette

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

At the meeting, HO's reported that the expected termite inspections by Massey apparently were not done. Kayla will contact Massey to secure a date when they will perform the inspections.

5. Pool Report – Mary McCormick

The pool gate lock has been recoded. The pool pump has been replaced. Two quotes have been received to replace the light next to the pool. I suggest we consider capping the bottom and installing a light on the eave, connected to the pool light system. Cynthia and John Paulson have kindly donated a second pool umbrella.

The Pool Report was accepted.

6. SE Roofing Committee Report – Cathy

Three Hos have not paid the special assessment for SE roofing. One is paying online and two have promised to pay by August 23rd. Cathy has asked Stubbs whether a start date can be set and whether (and if so, by how much) costs have increased.

7. Manager's Report

The Manager's Report appears at the end of these minutes.

8. President's Report

The Architectural Advisory Committee has been created to review residents request to make architectural changes to the exterior of their home and/or request the removal or planting of trees. Cynthia Paulson (SE) will Chair the committee and she will also serve on the landscape committee so that there is communication between the two groups. Cathy Shoultz (SE), Toni Riordan (SE), Dean Falk (NE) and Joel Yohalem (NE) will also serve on the committee.

Some residents have approached me with the idea of having a Fall Social. If you are interested in being involved in organizing such an event, please let me know and I will put all interested parties in touch with one another.

Each of our homes has a shut off valve in case there is a need to turn off the water coming into your home. If you do not know where your shut off valve is located please ask a neighbor where theirs is as you will probably be near the same location. Some of them have been buried under mulch and weeds, so a little digging might be necessary. We don't want to have to shut off the water for the entire street due to an issue at one home.

A Private Facebook account just for the residents of the Villas has been set up (Villas HOA). This will be a good way to communicate with all residents about items one might want to sell, issues of concern that one might have about safety or just to let folks know of a happy event in one's life.

Thanks to all of you for keeping this community thriving and one that folks obviously want to live in as shown by how fast properties sell when they go on the market.

9. Old Business

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

The Landscape Committee informed the Board that we have secured an agreement with Mr. Moran to install the fence at the rear of our property on the SE to prevent further trespassing.

b. Waiting on quotes for site plan from Collins Land and Roberts Construction for retaining wall on NE (status)

We are still waiting on quotes for the site plan.

c. Post for Light by pool stairs need replacement (Options)

Kayla will get information for the Board from vendors regarding the various options available for providing illumination for the stairs adjacent to the pool other than repairing the existing light (solar lights, electric lights tied into existing pool light system, etc.)

d. NE Drainage issues by 182 NE (status)

Vendors are looking at this issue.

e. Tree trimming at 170 NE quote requested

We have had several requests to have trees trimmed due to dropping leaves or pine needles on roofs.

Board policy on trees branches is as follows: If tree branches are touching or almost touching a roof or if the tree is dying and dropping branches etc. on the roofs, then the HOA will address the removal or trimming of those trees. If it is just dropping its leaves or needles and is not interfering with the structure of the roof or is not damaged or dying the HOA will not be responsible for removing the tree or trimming its branches. We have roofs cleaned off twice a year. If a Homeowner wants to have their roof cleaned off more often, it is their responsibility. If a healthy tree is on your property and is not causing damage to your structure but you want it removed, you may request to do so at your own expense.

This tree, which is not on the HO's property, has been determined to be healthy and not in need of trimming for other reasons. The HO will be informed of the Board policies in regard to tree trimming or removal and roof and gutter cleaning.

f. Status report on SE architectural report

This item was deferred to the September 2022 meeting.

10. New Business

a. Gutter Cleaning NE

The Board approved a motion to have AIA blow off the NE roofs.

b. 185 NE Request(s) (1) to install corrugated roofing over front patio inside front courtyard. Owner expense and (2) to install a cement patio over area inside fenced in courtyard behind the house leaving room on side for shrubbery and providing for water drainage. Owners Expense.

The Board agreed that the HO must provide the Board with (a) proof that the structure will be in compliance with the Leon County Building Code, (b) the color the corrugated material, for Board approval, and (c) a plan to show how water run-off will be addressed.

d. Pool Maintenance vendor requested that the shrubbery next to the fence on the east side be removed as it impedes their access to the pump.

The Landscape Committee is addressing this concern. See Landscaping Committee Report.

e. 186 NE Request that the pine trees beside and behind home be trimmed to prevent needles being dropped on her roof.

The HO will provided the same answer as will be given to the 170 NE HO.

f. Budget Committees for NE and SE

The NE and SE Budget Committees need to begin development of their respective budgets for 2023. Each Committee should have three members. It was requested that the committees look at some long term planning for costs related to the pool, water drainage and other issues that both the NE and SE know they will need to address in the short future. This type of planning to set aside resources ahead of time will prevent the need for some assessments being levied when these issues have to be addressed. It was also suggested that the two committees meet at some point to address these issues together. If you have an interested in serving on your budget committee please let me know.

11. Board Member Issues, Comments

There were no Board Member issues or comments.

12. Residents Comments, Questions

Kayla will obtain quotes for removing debris along the southern SE fence line that have not been removed by the HO.

13. Time and Date of Next Meeting / Adjourn

The next meeting will be held on September 15, 2022, at 6:30 at the pool.

The meeting was adjourned at 7:30 p.m.

Landscape Report

The Landscaping Committee met on Monday, August 8 at 3 P.M.

We welcome Cynthia Paulson to our committee and are happy to have her serve with us.

The main reason for meeting was to discuss the progress of handling the area in the back SE corner of our property where people have cut through our chainlink fence, again, and what will be done to contain the area to keep trespassers out. It had already been decided at the last board meeting that a wooden fence 6' high and 8' long would be purchased. And as the Sadler's Lawn Care service could not get to this before late October or early November, it was decided that Garrett Moran would be asked if he could help us. It was also suggested that we plant some flowers at the entry signs at the NE and SE streets to help beautify our area.

The committee did ask Garrett Moran if he could do the work of installing the fence and he has agreed to do this work. (Note: According to the Declaration I'd REstrictive Covenants in our documents, all persons being paid to work in the Villas must have Workman's Compensation insurance.

Mr. Moran has an exemption card and number for this insurance and will get the information to Kayla McKee by the end of this week.)

The work should be done within the next three weeks at a total cost of \$350-\$400.

Now for work done by Sadler's during this period of time. They trimmed some low limbs from the Magnolia tree on the SE so the mailman could get to the mailboxes at building 148, trimmed shrubs away from the units, seeded at 164A in front of unit as the large dogs had trampled the area until it was bare. It is looking much improved. They are looking at ferns on the east side of the pool to see if they can be thinned out. (Note: these ferns were planted in the past by the HOA to help slow the rainwater which flows from the SE to the NE street.) They are checking and clearing the drain that was put in by the HOA years ago at the east side of building 116 to slow water flowing from the SE to the NE. Plus doing their normal work of mowing, trimming and edging, etc.

We are looking forward to receiving the report from Massey's termite inspection to see if there is any further work needed to be sure plants, trees and pine straw are not against our units. A six inch clearance away from our buildings is required to avoid more wood rot and/or termite problems.

Jason Naylor at 185 NE contacted me in reference to what he would like to do in his fenced in area at the back of his unit and I advised him to submit his request to the board for approval.

Respectfully submitted,
Judy Arnette, Chairperson