

Villas HOA
May 12, 2022, 6:30 P.M.
Community Pool
Minutes

1. Call to Order

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

Owners present: Robin Ballard, 116A; Glen Rushing, 132C; Nancy Titcher, 188 NE; Margie McAdoo, 170NE.

2. Approval of Minutes – Mary McCormick

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

3. Finance Report

Presentation and approval of the April 2022 finance report was deferred to the June 2022 Meeting.

4. Landscape Committee Report – Judy Arnette

Sadler's Lawn Service has been busy trying to get the burst of growth under control. They have worked on the overgrowth of shrubs and small trees that sprouted up at 180C SE and are going to continue that work as weather permits. They worked to clear the path along the south fence line today to provide a safer walkway. They are continuing to work on the overgrowth of shrubs plus checking boxwoods that appear to be dying near the top of the shrub to determine if we should just cut them back or remove them. The boxwoods are close to or over forty years old and have begun to show deterioration over the past four years.

We have several areas where the ground has sunk and is continuing to sink. Sadler's is in the process of checking the cost of topsoil for these areas. There are also some bare spots where seeding is needed but that will require the HO or a neighbor to water the areas in order to get some growth.

The Elm tree at the side of 190NE is on the list to be removed. It grew from a seedling that blew into that area and sprouted. It has to come out as it is definitely too close to the foundation.

Please remember the crew is busy handling the regular mowing, trimming, and blowing each week and these other issues are handled as they can get to them. Again, HOs need to remember not to disturb them when they are busy working.

A request for landscaping should be sent through the Villas website.

5. Pool Report - Mary McCormick

A request to have the pool light adjacent to the stairs between SE and NE was submitted to Kayla for preparation of a repair estimate. A request to replace a burnt out pool light was submitted to Kayla for repair.

6. SE Roofing Committee Report – Cathy Shoultz

The straw ballot regarding the SE reroofing had 23 votes for a one-time assessment and 8 votes for assessments over time out of 39 possible votes. The Board approved holding a meeting of the SE owners on June 2d, after which a vote regarding the reroofing would be scheduled. Cathy will obtain a revised bid before the meeting.

7. Manager's Report

- A. Contacted vendor to replace light at pool area
- B. Contacted roofer relative to roof repairs needed in SE
- C. Reached out to residents re pending resident requests from April board meeting
- D. Contacted roofer re 183NE rail diverter missing and gate issue after roof job.
- E. Emailed roofing inspection reports to all SE owners
- F. Emailed all SE owners re SE roofing meeting at pool
- G. Emailed all NE owners re Wind Mitigation company twice
- H. Emailed all SE owners re gutter/roof cleaning
- I. Emailed all owners re fence jumping
- J. Contacted pool cleaning vendor re tables and chairs at pool not being cleaned
- K. Emailed SE owners that rent their homes re the SE straw ballot for reroofing
- L. Contacted plumber re 183 NE shut of valve
- M. Sent new property manager for 180C SE community information for new tenants
- N. Created spreadsheet of all NE homes (grouped by buildings) with owner information for Wind Mitigation company for cross reference and update on owners for whom there has been no contact
- O. Emailed landscaping chair about common pathway on SE that is being missed by grounds crew

8. Old Business:

A. NE Roofing wind mitigation inspections are being scheduled and NE wood rot repair is still underway.

B. Updates on action taken at April Meeting

1) 197B Villas Court SE

- 1) Gutters and downspouts have debris – **COMPLETED**
- 2) Nail pops at flashing around metal flue pipe – Stubbs quote of \$300.00
- 3) Damaged portions down spouts & recommend downspouts further from building – Asked Rick Calvert for quote
- 4) Wood rot at various locations – Rick Calvert quote of \$2,050

2) 180C Villas Court SE

- 1) Missing Shingles and Plumbing Boots damaged – Stubbs quote of \$450.00
- 2) Gutter damage – **LET OWNER KNOW ITS THEIR RESP.**
- 3) Gutter and downspouts have debris – **COMPLETED**
- 4) Wood rot at various locations – Rick Calvert quote of \$3,220 includes rotted boards on fence
- 5) Request for new fence & gate on front & back patio as mostly rotted – Rotted boards on fence in Rick Calvert's quote above
- 6) Landscaping request – **LET OWNER KNOW OF BOARD VOTE**
- 7) ACC request – **LET OWNER KNOW OF BOARD VOTE**

3) 186 Villas Court NE

- 1) Request to install fence in backyard up to and including the stairs from deck to east side of house. – Owner sent updated items
- 2) Woodrot repairs from home inspection – Rick Calvert quote of \$1,750.00

The Board denied the request by 186NE to expand her current patio fence to include the entire back area of her house and attach it to the house. The Board approved a substitute plan to extend the existing fence to the front corner of the unit and not to include the back yard, with the stipulation that the fence match the existing fence. The fence becomes the responsibility of the present and any future owner of 186NE in perpetuity. The Board directed the HOA Manager to have the change officially recorded.

4) 148C Villas Court SE

Walkway in front of house raised, trip hazard – **COMPLETED**

5) 132C Villas Court SE

Repair/Replace storm door – Asked Rick Calvert for quote

The request for a quote is pending.

6) 115C Villas Court SE

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. - Pending inspection of area

The Board asked the Landscape committee to develop a plan to clean the triangular corner of the Villas HOA property behind Unit 115C SE and to choose plantings that will deter people from scaling the fence at the corner. The Landscape committee is requested to obtain a cost estimate of the work and plantings from Sadler's.

180C SE, 186 NE, 197B SE. The Board approved obtaining estimates from two additional vendors to complete the repairs and paint for Units 197B, 180C, and 186C. The Board also agreed that all interfacing with contractors will be conducted by the HOA Manager and not by any individual Board member.

The Board requested any resident or owner who knows of or has a relationship with a contractor to submit their names to the HOA Manager for future work at Villas HOA. If an owner is able to obtain a quote for work to be done on a unit, the owner should, if desired, submit it to the Board.

The Board noted that the City of Tallahassee requires all construction debris to be removed and not left for the city to pick up. At present, construction debris is being left in the empty NE lot by Mr. Calvert's crews but will need to be removed when the work is completed.

9. New Business:

A. 183 Villas Court NE

- 1) Water shut off valve issues – Plumber contacted and completed.
- 2) Rain diverter missing from roof after roofing job – Roofer contacted
- 3) Gate not working correctly after roof job – Roofer to contact owner to inspect
- 4) Chucks missing from driveway after roof job – Contacted Rick Calvert for quote to patch

B. 197A Villas Court SE

Front outside lower trim board paint has peeled from board, need to at least prime it to protect it from rot.

The Board approved asking for quotes to repair the trim board.

10. Board member issues, comments

The Board agreed that any requests to have house sitters use the pool must be approved by the Board. The Board rescinded the Board President's approval of an owner's daughter using the pool while the owner is on vacation.

Unit 181C SE. The Board agreed to have the HOA Manager obtain an estimate from Marcus Sadler to remove the wood and jerry cans. The HOA Manager was directed to write to the unit owner, providing the amount of the estimate, giving 30 days to remove the materials, and requiring the owner to obtain a professional opinion as to the safety of the gas canister outside the house. If it is not safe, the owner must have it removed immediately; if it is safe, the owner must conceal the canister from view.

11. Residents Comments, questions

12. Next meeting: Thursday, June 22, 2022, at 6:30 p.m. at the pool (originally scheduled for June 16, 2022, but postponed).

13. Adjournment

The meeting was adjourned at 7:50 p.m.