

## Minutes Villas HOA Board Meeting

January 18, 2024

188 NE at 6:00 P.M

The \$3,500 special assessment for the SE painting project has been approved by the HOs. Payment is due in full by February 29, 2024. Please understand that the painting contract cannot be signed until all of the assessment is collected. The longer it takes the HOA to collect the assessment money, the more it puts the SE at risk for increased costs for this project. The sooner the money is in, the sooner the HOA can sign the contract and lock in the prices.

**Board members present:** Scott Holloway, Mary McCormick, Gail Brown, Robert Hawken

**Residents present:** Nancy Titcher, 188 NE; Holly Hinson, 184 NE

1. **Call to Order.** The Vice-President called the meeting to order at 6:00 p.m.
2. **Approval of Minutes.** On motion of Mary McCormick, seconded by Gail Brown, the minutes of the December 21, 2023, meeting were approved by a vote of 4-0.
3. **Finance Report.** On motion of Mary McCormick, seconded by Robert Hawken, the December financial report was accepted by a vote of 4-0.
4. **Landscape Committee Report.** The report of the Landscape Committee is attached.

On motion of Robert Hawken, seconded by Scott Holloway, the Board, by a vote of 4-0, authorized spending up to \$1000 to resod 190 NE and 191 NE upon authorization by the manager and Chair, Landscape Committee.

5. **Manager's Report.** The manager's report is attached.
6. **Pool Committee Report.** No pool report was submitted.
7. **SE Painting Committee Update.** Repainting of the SE Units was approved by the SE HOs. The special assessment is due by February 29, 2024.
8. **Old Business: (Items that are still pending)**
  - A. **Retaining wall.** Drawings breaking up the retaining wall behind homes on NE backing up to Pinewood Drive into three segments by Blackhawk.

**B. Pool stairs.** Drawing for the stairs by Blackhawk leading up to the pool from the NE that meets all current building code requirements.

**C. 183, 187, 191 NE.** J & H Masonry LLC quote to remove broken concrete from 183 and 187 NE and install new concrete and replace sidewalk at 191 NE. Remove all debris includes labor and material \$3700. (Polyfoam as an option for 191 NE). This item is waiting on additional information from Manager regarding proposal from Alpha Foundations.

**D. Review of Projects.** See Manager's Report.

## **9. New Business:**

**A. 183 NE.** HO of 183 NE has requested that the open drainage ditch that was installed along the side of his home either be filled in with dirt or that a French drain be installed with a pipe buried in the ditch that takes the water to the street. The HO did not request the original drain be installed. It may have been done when the retaining walls behind his home was repaired in 2021. The drain prevents the water from flowing into the residence next door to the HO. The ditch was recently extended as water was still flowing into the area where his neighbor's AC is located.

On motion by Robert Hawken, seconded by Mary McCormick, the manager was directed to obtain quotes from 2 or more vendors to fix the issue regarding the open drainage ditch at 183 NE.

**10. Board Members Issues.** Scott Holloway agreed to obtain and install a replacement grate for the bad grate installed by the vendor in the SE as part of the completed NE drainage repair. He will be reimbursed for the grate expense by the HOA.

## **11. Residents Issues, Comments**

**12. Adjournment.** On motion of Mary McCormick, seconded by Gail Brown, the meeting was adjourned at 6:29 p.m.

**Time and Date of Meetings:** *Regular Interim Meeting (if necessary) February 6, 2024. Regular Board Meeting on February 16, 2024, at 6:00 p.m. Locations to be determined.*

**HOA Landscape Report**  
**Board Meeting January 18, 2024**

Since the last VHOA Board meeting the following has occurred.

- The Sadlers:
  - Continued their weekly lawn care.
  - Removed and trim.ed the pampas grass on SE so the electrical post could be installed
  - Extended the drainage ditch alongside 183NE.
  - Continue to remove the "pink tab" small trees and bushes.
- The Committee Responded to 132C SE request on the status of a gutter extension for 148B SE to avoid corrosion and flooding. In September 2023, gutter extensions were purchased and installed on 132C and 148C in September 2023.

Holly Hinson

**Manager Report  
Jan 18, 2024**

1. Followed up with Electrician on City Permit on pool area for scheduled date
2. Emailed results of November & December board meeting
3. Meet with vendor about additional driveway estimate
4. Mailed out coupon books for 2024 years
5. Contacted leak detection about leaks at NE
6. Contacted plumber about leaks at NE
7. Email SE owners relative to painting special assessment meeting
8. Email SE owners relative to painting special assessment passing
9. Created Paint Sheet for SE Paint Committee

Remaining 2023 Projects:

NE Driveways	Driveway repair			Two bids for board to review
NE	Retaining Wall		Blackhawk	Pending new drawing
Pool	Stairs between NE/SE		Blackhawk	Pending drawing
191 NE	Walkway slab	12/21/2023	Alpha Foundation	Waiting on start date
182 NE	Rotten fence post/board	11/07/2023	Ryan's Home Solutions	Friday/this weekend
178 NE	Patio Gate	11/07/2023	Ryan's Home Solutions	Friday/this weekend