

**Minutes of the Villas HOA Board of Directors Meeting
July 20, 2023
Community Pool at 6:30 P.M.**

Board members present: Joan Kanan, Scott Holloway, Mary McCormick, Jan Drew.

Homeowners present: Cynthia Paulson, 149A SE; Nancy Titcher, 188 NE; Cathy Shoultz, 133C SE.

The Manager was present.

1. Call to Order. The meeting was called to order by the President at 6:31 p.m.

The President thanked Cynthia Poulson for her hard work and attention to detail as Chair of the HOA Architectural Control Committee. Since she became the Chair, Cynthia has diligently investigated each request, provided information and photos for the Board to use in making their decisions. The President also thanked Holly Hinson for her work as Chair of the Landscape Committee and for organizing the inspection of the Villas to determine what rogue trees and dead or dying bushes should be removed.

2. Approval of Minutes. On motion of Jan Drew, seconded by Scott Holloway, the Board approved the minutes of the July 6, 2023, VHOA Interim Board meeting by a vote of 4-0.

3. Finance Report. No financial report was received.

4. Landscape Committee Report. The landscape committee report is attached. In addition to those matters, the Landscape Committee reported that there continue to be issues with 177 NE refusing to allow Sadler's to perform lawn maintenance.

The Board requested the Landscaping Committee look at solutions to address the drainage issue behind 132C SE and 148B SE.

5. Pool Committee Report. The pool committee report is attached. On motion of Jan Drew, seconded by Scott Holloway, the Board, on vote of 4-0, approved increasing the amount authorized for the work to be performed by TrueVolt to \$2700. The Manager will address the unfinished hinge repair.

6. Manager's Report. The manager's report is attached.

7. SE Painting Committee Update. Cathy Shoultz, SE Painting Committee Chair, reported that she had contacted Sherman-Williams but had not heard back.

- 8. Old Business: This section contains items that are still pending for action or are listed as an information item.**
- A. **Retaining wall behind homes on NE backing up to Pinewood Drive.** The Board is awaiting bids for this work.
 - B. **187 NE.** Rotten post holding gate. The work is to be done this week.
 - C. **171 NE** Gate Welding. Work on the gate is to begin this week.
 - D. **188 NE** Replacing rotten support beam over patio. The work is to be done this week.
 - E. **132C SE/148B SE.** The President asked the Landscape Committee to look at solutions to address water from gutters behind the units.
 - F. **Pool stairs.** Waiting on Bids to replace the stairs leading up to the pool from the NE. The plan for the stairs should meet current building codes. The item was postponed in order to obtain additional information.
 - G. **191 NE.** Waiting on bids to repair several driveways in the NE and to repair a walkway at 191 NE. The manager will meet with a vendor on Monday.
 - H. **182 NE.** Waiting on bid to address water seeping under garage wall.
 - I. **148A SE.** request to have lower branches of Magnolia tree trimmed was deferred to the meeting on August 17, 2023.

10. New Business:

- A. **148A SE.** On motion of Jan Drew, seconded by Scott Holloway, the bid from AAA Tree Service of \$300 to trim pine tree overhanging parking lot at 148A SE, was approved, for up to \$500, in order to include an additional branch by a vote of 4-0.
- B. **Drain jetting.** The President will authorize the Manager to contact vendors to jet drains between 180A SE, 180B SE and 132 A SE, 179 NE, 181 NE and 183 NE.
- C. **Revision to Jeeb's Stormwater Control Proposal.** On motion of Mary McCormick, seconded by Scott Holloway, the Board, on a vote of 4-0 approved the proposed revision to Jeeb's Stormwater Control Proposal approved at the July 6th meeting. Instead of installing one 9" pipe, two 6" pipes will be installed side by side.

D. On motion of Scott Holloway, seconded by Mary McCormick, the Board on a vote of 4-0, approved a bid from Pool Tech to replace the pool's 15 year old filter for \$1995 and repair a pump leak for \$195.

11. Board Members Issues, Comments. The Board discussed Interim meetings, determining that such meetings were for the purpose of deciding issues that arise between regular meetings and need to be addressed promptly.

12. Residents Issues, Comments. None received.

13. Adjournment. On motion of Jan Drew, seconded by Mary McCormick, the meeting was adjourned at 7:08 p.m.

Time and Date of Meetings: Regular Interim Meeting (if necessary) on August 1, 2023, at Community Pool at 6:30 p.m., Regular Monthly Meeting on **August 10, 2023**, at Community Pool at 6:30 p.m.

HOA Landscape Report Board Meeting July 20, 2023

Since the last meeting the Landscape Committee has had several requests from homeowners which have been handled by the Sadlers or submitted to the VHOA Board. I reminded them to trim the grass along the NE back patio fences and to place trash bags in the designed places in the SE and NE.

The Sadlers have performed regular lawn service. In addition, they have started to remove and trim all the NE "pink" tagged trees and bushes. They will work on this project a little every week. There may be a small extra charge for using a chain saw to remove larger rogue trees and bushes, \$250.

Requested the Manager to send emails to all Homeowners reminding them to submit landscaping request through the website.

SE landscape committee members have started to walk around the SE and tag bushes and trees to be removed. They hope to be finished by the end of the week.

I have been reviewing Sadlers Contract to determine if everything is being done. If not, why, and are they doing things that are not on the contract. I should have the ready for the August Board Meeting.

Pool Committee Report Board Meeting July 20, 2023

After meeting with the TrueVolt estimator, the City of Tallahassee's lead inspector retracted permission to attach the meter presently at the back of the pool area to the utility post in front of the pool. The inspector now wants us to set our own 6x6 pole. TrueVolt will also have to submit plans to the city for a permit before they are able to

proceed. They are still trying to get the permit, revise the estimate, and get it on their schedule for next week.

Manager's Report

July 20, 2023

1. Emailed owner board actions from meetings.
2. Contacted Turevolt relative to pool repairs.
3. Contacted Ultimate Fencing and Seminole Fence & Deck about pool hinges.
4. Emailed ACC Survey to all off-site owners.
5. Contacted AAA about tree limbs at 116 and 115 SE.
6. Contacted Tallahassee Welding about 171 NE.
7. Contacted Jeebs Stormwater about drainage issues from Magnolia Report.
8. Contacted concrete companies relative to NE driveway items.
9. Contacted Indoor Environmental about 182 garage leak.
10. Mailed letter to 132 A about shutters.