

**Villas HOA Meeting Minutes  
September 15, 2022, 6:30 P.M.  
Community Pool**

**1. Call to Order**

**Board Members Present:** Joan Kanan, Stephanie Morse, Pat Lee, Jan Drew

**HOA Owners Present:** Robin Ballard 116A SE; Cynthia Paulson, 149A SE; Elise and John Cornelison, 164A and 165C; Gail Brown, 197A; Cathy Shoultz, 133C; Nancy Titcher, 188 NE, Kristina Holmen-Mohr, 189 NE; Kim Maddox 186 NE; Glen Rushing 132C SE; Jason Naylor 185 NE; Isabel Rush 187 NE; Judy Arnette 164C SE; Suzanne Harrell 148B SE.

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

**2. Approval of Minutes – Joan Kanan**

The minutes of the August 18, 2022, meeting were approved without amendment.

**3. Finance Report – Pat Lee**

The Finance Report was accepted and is available at our website.

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

Judy and Cynthia met with a representative of the city to determine where the city's responsibility for trees along Dellwood ends and the HOA's begins.

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

**5. SE Roofing Committee Report – Cathy**

SE residents were reminded to have their consent forms notarized and returned to Kayla as soon as possible.

**6. Architectural Control Committee (ACC)**

The committee has met and is working on improving the request forms residents submit when requesting architectural changes to the outside of their homes and yards. The committee will submit the revised forms to the Board for approval at the October meeting.

**7. Manager's Report**

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

## **8. Old Business**

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

Mr. Moran plans to install the fence at the rear of our property on the SE to prevent further trespassing as soon as the weather permits.

### **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)**

We have not received information 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.). Joan purchased two solar lights to be installed until such time as we are able to install a more permanent solution. The Board voted to reimburse Joan for the cost of the lights.

### **d. NE Drainage issues by 182 NE (status)**

To date we have not received information from OMNI on the cost for addressing the flooding issue. The Board approved contacting Dickerson Landscaping to see if they can provide a quote.

### **e. 185 NE Request(s)**

The Board approved the ACC recommendation that the HO be allowed to install corrugated roofing over the front patio. The HO may choose one of the two colors approved by the ACC and must have a qualified contractor install the roofing in accordance with all local requirements. All future maintenance of the new roofing will be the responsibility of the HO. The HO withdrew his request to install a patio in his fenced in back area.

## **9. New Business**

The request to address the drainage behind 185 was deferred. The Board determined it needs to take a more comprehensive look at and address the flooding issues in both the SE and NE. The Board voted to secure estimates for implementation of the Magnolia Plan in its entirety and for individual recommendations within the plan. The Board also agreed to have quotes obtained for purchasing and installing earth bags behind Unit 185 NE and for installing a French drain on the north side of the NE Villas court at its lowest point.

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

The Board voted to hold an additional meeting on the first Tuesday of each month in order to address HO requests in a more expedited fashion. If the Board does not have any request that need to be addressed the meeting will be cancelled. The meetings will be at 6:30 at the community pool.

The Board voted to have a risk assessment conducted to determine if any of our trees are in danger of falling if we experience a hurricane.

The board voted to have Kayla send out an email requesting all HO to update their phone numbers and emails so we can have an accurate directory to send out to all our residents.

## **11. Residents Comments, Questions**

Kayla will obtain quotes from Sadler's to remove rotten wood and debris along the southern SE fence line left there by a previous HO. The current HO has been notified several times to have wood removed and agreed to do so at the June 2022 Board meeting.

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

The next meeting will be held on October 20, 2022, at 6:30 at the pool.

The meeting was adjourned at 7:40 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

## Manager's Report

1. Contacted bank relative to closing out CDs
2. Emailed owners board actions from August meeting
3. Provided Stubbs Roofing contract for President for signature
4. Noticed SE owners of signed roofing contract and possible start period
5. Noticed NE owners of roof/gutter cleaning
6. Contacted electrician to update proposal on light at pool area
7. Noticed SE owners of Notice of Commencement Forms to be signed
8. Forwarded Massey Report received for termite inspect to BOD
9. Provided hour period of time at community pool to have NOCs notarized
10. Emailed owners who were not able to come to pool to have forms notarized their NOCs