

Minutes of the Villas HOA Board of Directors Meeting
January 19, 2023, 6:00 P.M.
Location: Faith Presbyterian Church, 2200 N. Meridian Road

Board members present: Joan Kanan, Patricia Lee, Mary McCormick, Jan Drew, Stephanie Morse (phone)

HOA members present: Nancy Titcher, 188 NE; Ann L. Atkinson, 180A SE; Cathy Shultz, 133C SE; Gail Brown, 197A SE

Manager: The manager, Kayla McKee, was present.

1. **Call to Order.** The President called the meeting to order at 6: 01 p.m.
2. **Approval of Minutes – Mary McCormick.** On motion of Jan Drew, seconded by Patricia Lee, the minutes were approved by a vote of 5-0.

3. Finance Report – Patricia Lee.

Other than normal monthly expenses, the following were incurred.

SE: Plumbing leak repair at 115C for \$593

NE: Leak detection at 183 for \$350
Leak repair at 183 for \$1,392

There were pending checks for tree removal on SE of 1,225 and on NE of \$950. Also pending were checks for a legal opinion relative to short term rentals/leases of \$214.50 SE and \$143 NE.

As of the end of the year, both streets were slightly under budget while certain line items exceeded budgeted amounts.

On motion of Mary McCormick, seconded by Jan Drew, the financial report was accepted by a vote of 5-0.

4. **Pool Committee Report – Mary McCormick.** The light next to the stairs has been installed. The old pool light has been removed, but the wire, while covered, is still live.
5. **Landscape Committee Report – Judy Arnette.** The landscape committee report is attached. The Landscape Committee report was amended to explain that any original plantings killed by the recent freeze can be replaced by the HOA at the request of the HO. We need to wait until the spring to make certain the plants did not survive.

6. **Manager's Report – Kayla McKee.** The manager's report is attached.

7. **Old Business:**

- A. **Retaining wall:** We are still waiting on information on the possibility of breaking out sections of retaining wall in NE to repair in segments or reinforce. No bids have been received.
- B. **Magnolia Report.** One bid from May Day Outdoor Services on segments of implementing Magnolia Report and more complete implementation in the amount of \$16,216 was received and accepted. The Board will revisit the issue in July when more information regarding budget expenditures is available.
- C. **Resident requests.** The Board asked the manager to provide a spread sheet listing all approved residents' requests. The manager will send a new report monthly.
- D. **Wood piles.** The Board deferred consideration of a policy regarding placement and maintenance of wood piles to the February Board meeting.
- E. **Short term leasing.** The Board discussed information presented by HOA attorney regarding By Laws change to address short term leasing. The manager will send out a letter to homeowners reminding them that Villas HOAs requires a minimum 90-day lease for all units.
- F. **SE Roofing.** The final bill for the SE roofing project was \$168,974.86. The balance in the roofing budget was \$120,000. The overage was due to the increase in the number of plywood sheets (278) that were necessary to replace the existing ones. On motion of Patricia Lee, seconded by Mary McCormick. Approved by a vote of 5-0, the Board approved paying the amount owed from the SE budget leaving a balance in the reserves of \$17,788.46. The motion, as approved, will use \$10,000 from the SE operating account, \$120,286 from the residual roofing reserve, \$4,616.38, the residual from the 2021 special assessment, and \$34,072.34 from the reserve to pay the final roofing bill. The dues increase beginning in January will help to build the reserve back. The Board expressed the need to be vigilant in SE spending until the reserve increases.

8. **New Business**

A. Pending architectural requests from Homeowners.

- 1. **Extension of fence at 186 NE.** The Board previously dealt with this issue at the April 2022 meeting where it denied the original request but allowed for a revised plan to expand the fence. The Board reapproved the resubmitted request.

2. **179 NE Repair and painting of rafters over front patio.** On motion of Jan Drew, seconded by Stephanie Morse, the Board voted 5-0 to obtain 3 estimates to repair and repaint 179 NE.

B. Letters from three CPA offices regarding found money. Mary McCormick agreed to look at the form to determine whether we can submit the request to the Comptroller's office without outside assistance.

9. Board Members Issues, Comments.

No Board member issues or comments were received.

10. Residents Issues, Comments

A resident raised the issue of painting Villas SE. The Painting Committee will bring the matter to the Board at its earliest convenience.

11. Adjournment. The meeting was adjourned at 6:59 p.m.

Time and Date of Meetings: Regular Interim Meeting if needed, 2/7/23, location to be announced. Time: 6:00 P.M. Regular Monthly Board Meeting, 2/16/23, 6:00 p.m. Faith Presbyterian Church. Upstairs in rear of Building that houses the Sanctuary. An elevator is available.

Manager's Report

1. Emailed owner board actions from December meeting.
2. Contacted plumber about leak on Villas SE.
3. Contacted pool vendor about broken pipe at pool area.
4. Emailed updated phone directory.
5. Contacted Locked and Loaded again about retaining wall bid.
6. Mailed & Emailed letter to 186 NE about overhang installation.
7. Received wind mitigations from roofing company (in process of emailing all out).
8. Contacted vendor to proceed on 116B deck sealing and 172 fence repair.
9. Emailed board attorney opinion on Air Bnbs/short term rentals.

Landscaping Report – January 2023

During the month of January our lawn service crew are working on cutting back the Pampas grass, the dead fronds on the Palm trees and the Crepe Myrtle trees. They have been working on edging, clearing of foliage and debris along the fence lines, as well as clearing debris from the many drains throughout the Villas. They have cleared away a lot of dead leaves too. Due to a few very hard freezes, we may incur a number of dead shrubs. If any homeowners have dead shrubs they need to contact me so I can get them on our list to handle. Replacement shrubs are the homeowner's responsibility and they must be non-invasive plants.

Happy New Year to all.
Respectfully submitted,
Judy Arnette, Chairperson

The Villas Architectural Control Committee Report – January 2023

Committee Members: SE - Cynthia Paulson, Chair, Cathy Shoultz, Toni Riordan; NE – Isabel Rush, Dean Falk; Dorothy Webb, Historian Consultant

- **The Architectural Review Application and Architectural Agreement forms** reviewed by our HOA attorney, were both approved by the Board. The Architectural Review Application is now available for online use via our website; the Architectural Agreement form will be utilized by the Board for approved architectural change requests.
- **186 NE Architectural Request** – Request to construct a fence to expand the area north of side deck, straight back from deck to NE back corner of house at owner expense. Proposed project would be identical fencing style and color that currently surrounds deck. Construction by licensed contractor.

Notes: Original HO request to install fence around backyard was denied by Board (4/21/22); approved with modification for fencing up to and including the stairs from deck to east side of house. Kayla to provide notice to the owner (1) that the Board must be provided with a sketch plan and (2) that any improvements made by an owner become the responsibility of the owner and any future owner in perpetuity.

Per Board request, HO has submitted a sketch of the proposed project as shown in Attachment A.

Respectfully submitted,

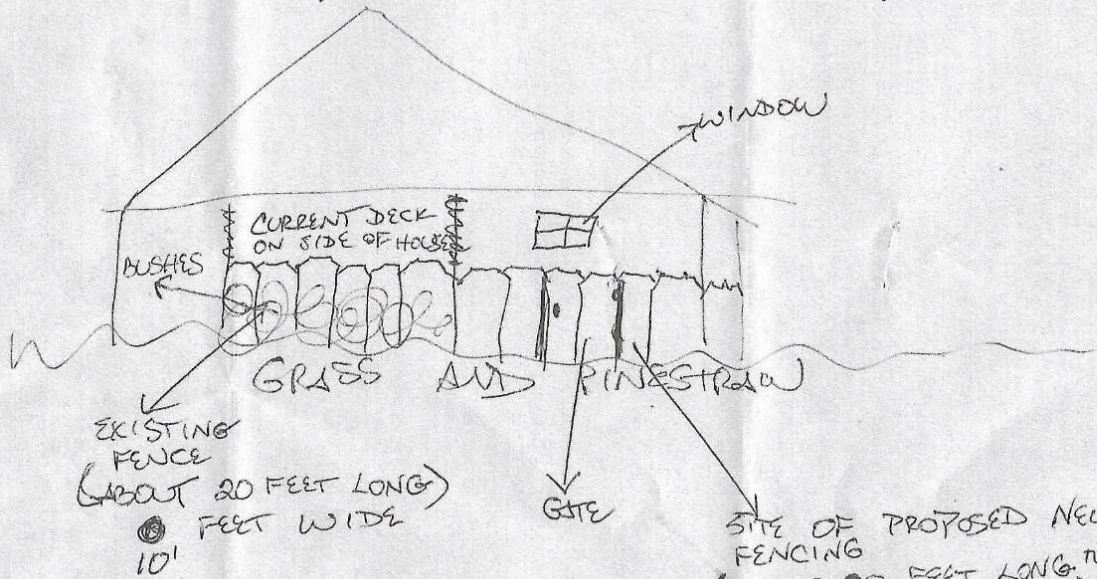
Cynthia D. Paulson,
Chair Architectural Control Committee

Attachment A

PROPOSAL FOR A FENCED-IN AREA

186 NE ^{AT} VILLAS COURT

MATERIAL: WOOD (AND METAL FOR SCREWS & HINGES)
COLOR: BEIGE/TAUPE - I WILL MATCH THE EXACT COLOR OF THE EXISTING FENCE



- Kim ~~MADIX~~
(850) 212-1636