

**Minutes of the Villas HOA Board of Directors Meeting
December 15, 2022, 6:00 P.M.
Location: Faith Presbyterian Church, 2200 N. Meridian Road**

Board members present: Joan Kanan, Patricia Lee, Mary McCormick, Jan Drew

HOA members present: Cynthia Paulson, 148A SE; Nancy Titcher, 188 NE; Isabel Rush, 187 NE

Manager: The manager, Kayla McKee, was present.

1. **Call to Order.** The President called the meeting to order at 6:02 p.m.
2. **Approval of Minutes – Mary McCormick.** On motion of Patricia Lee, seconded by Jan Drew, the minutes were approved by a vote of 4-0.

3. Finance Report – Pat Lee

As of November 30, the operating account balances were \$14,052.27 SE and \$24,310.08 NE. Reserve balances were \$247,176.85 SE (inclusive of \$191,900 roofing assessment) and \$30,536.04 NE. Besides the normal monthly expenses, the following were paid in November:

SE Planting rye grass behind building 100 - \$125

NE Spraying for chinch bugs 191/193 - \$25

Shared expenses Repair of the PVC/Valve at the pool - \$117 SE and \$78 NE

SE continues to have one HO delinquent in their HO dues. Both streets are under budget for this time of year.

On motion of Jan Drew, seconded by Mary McCormick, the financial report was accepted by a vote of 4-0.

4. Pool Committee Report – Mary McCormick

The pool issues are discussed under old business. Whether pool lights should be on at night during winter.

5. Landscape Committee Report – Judy Arnette

The wood pile at 181C has been cleaned up. The trees that were scheduled to be cut down have been cut. Unit 178 NE has been resodded.

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

7. Old Business

- A. **NE Retaining Wall.** Following a discussion on the replacement of the retaining wall on the NE, the Board asked Kayla to determine what recommendations were contained in the previous studies of the wall and if there were alternatives to a complete replacement of the wall. We currently have one quote for \$194,000 to replace the wall.
- B. **Magnolia Report.** The manager will meet with one vendor next week.
- C. **116B SE.** The Board approved a quote in the amount of \$600 from Home Solutions to seal the deck at 116B SE.
- D. **172 NE.** The Board approved a quote in the amount of \$275.00 by Home Solutions to repair the deck fence at 172 NE.
- E. **Information Sheet.** Cynthia Paulson reported that Glen Rushing is creating a form for the HOA website. Once the link is available, the information sheet will be added and distributed.
- F. **Approved resident requests.** The manager reported that the spread sheet for all approved board requests is in progress.
- G. **Pool light fixture.** The Board approved the light fixtures to be installed at the pool by Truevolt.
- H. **Emergency contacts.** The manager will send new email request for owner/resident emergency contact information. Patricia Lee volunteered to speak to some residents to obtain the information needed.

- I. **Short term leasing.** The Board discussed including language in the By-Laws related to short term leasing and wood pile management. The Board asked the manager to have language for both matters to vote on at the February meeting in order to present the language to all HO's for a vote at the March 2023 Annual meeting.

8. **New Business**

A. **Pending architectural requests from Home Owners.**

100B SE ramp. The Board approved a request from 100B SE to replace the cement ramp at the front door.

B. **Architectural change requests.**

The Board requested that Kayla write a letter to a HO who installed a covered over patio without Board approval to notify them that the maintenance of the wooden pergola, which the HOA would have continued to maintain if the HO had requested permission, now would become their responsibility along with maintaining the roofing material installed.

C. **Water turn off locations for SE and NE.**

At the Board's request, the manager will obtain an estimate from White's Plumbing to identify where the water turn off locations are located.

D. **Status of architectural report**

The Architectural Control Committee is using the form.

E. **Nominating committee for the next HOA Board.**

The terms of three Board Members will expire in March of 2023. The Board nominated 5 HO's to serve on a nominating committee, 3 from the

SE and 2 from the NE. These HOs will be notified to see if they are willing to serve. If any HO is interested in serving on the Board they may submit their name to the manager.

9. Board Members Issues, Comments. No comments were received.

10. Residents Issues, Comments. No comments were received.

11. Adjournment. The meeting was adjourned at 7:20 p.m.

Time and Date of Meetings: Regular Interim Meeting, Location to be announced. Time: 6:00 P.M. Regular Monthly Board Meeting, January 19,2023 Faith Presbyterian Church. Upstairs in rear of Building that houses the Sanctuary. Elevator is available.

The Villas Architectural Control Committee Report – December 2022

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

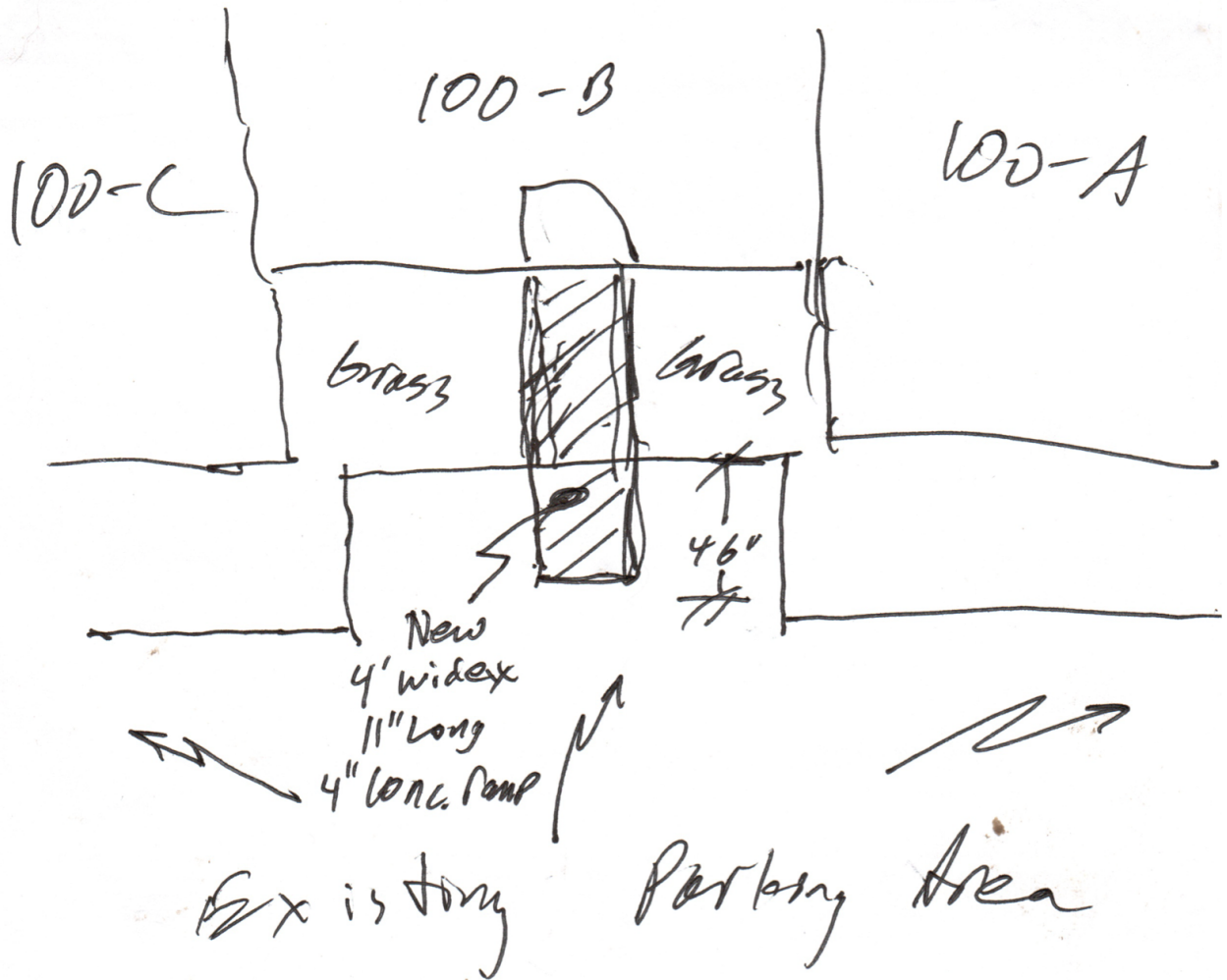
- The Architectural Review Application and the Architectural Agreement forms have been reviewed by HOA attorney and were approved at the November board meeting.

Status: Architectural Review Application document has been submitted to Glen Rushing who will work to create an online form to post on our website. The Architectural Agreement is to be used at the discretion of the Board upon approval of architectural request(s).

- 100B SE Architectural Request – To reconfigure/modify existing concrete wheelchair ramp to allow for easier maneuverability at the front door. Construction to be completed by Nicolson Construction Company, LLC sometime in January 2023 at HO expense.

Status: The ACC recommends approval of architectural request. Respectfully submitted, Cynthia D. Paulson, Chair Architectural Control Committee 12/14/2022

Attachment A



Fran Kurth Residence Entry Pump

100 B SE Villas Ct.

Nicholson Const Co, LLC

Manager's Report

December 15, 2022

1. Emailed owners board actions from November meeting.
2. Emailed owners about tree work by AAA Tree Experts.
3. Contacted roofer to give separate price on 197C overhang roof as it was an addition to area.
4. Contacted roofer about 16C roof leak.
5. Emailed all SE owners relative to wind mitigation inspection.
6. Emailed wind mitigation inspector all SE emails.
7. Emailed 2023 budgets to be published on website.
8. Emailed owners 2023 dues amount information.
9. Emailed owners to remind them about updated contact forms.
10. Ordered coupon books.
11. Emailed attorney for outline on process for Air Bnbs or short term rentals.