

**Minutes of the Villas HOA Board of Directors Meeting
February 16, 2023, 6:00 P.M.
Location: Faith Presbyterian Church, 2200 N. Meridian Road**

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

HOA members present: Nancy Titchner, 188 NE and Gail Brown, 197A SE

1. **Call to Order.** The meeting was called to order at 6:04.
2. Unanimous consent was given to add the ACC Report to agenda.
3. **Approval of Minutes.** On motion of Pat Lee, seconded by Jan drew, the January 19, 2023, minutes were approved by a vote of 4-0.
4. **Finance Report – Pat Lee.** On motion of Jan Drew, seconded by Stephanie Morse, the Financial Report was accepted by a vote of 4-0.

Attached are the January 2023 financials. The SE operating account balance was \$24,102.88; the NE operating balance was \$34,587.78. The SE reserve balance, inclusive of the roofing special assessment, was \$176,785.21; the NE reserve balance, inclusive of the remaining roofing reserve assessment, was \$30,541.23. Besides the normal monthly expenses, the following costs were incurred:

SE

1. Lance Maxwell was paid \$984 to repair the plumbing leak at 115 SE.
2. EMS was reimbursed \$208.50 for White's Plumbing.
3. AAA Tree Experts was paid \$1,225 for tree work at 197 SE.
4. Ryan's Home Solutions was paid \$600 to seal the deck at 116B SE.
5. Sadler's was paid \$100 to remove the wood pile at 181C.

NE

1. Sadler's was paid \$475 for sod.
2. Ryan's Home Solution was paid \$275 to repair the fence at 172 NE.
3. AAA Tree Experts was paid \$950 to remove trees at 194 NE and 195 NE.
4. EMS was paid \$61.84 for the reordering of NE checks.

Shared expenses

1. Anderson & Givens was paid \$357.5 for a legal opinion relative to solar panels at the Villas. This cost was allocated 60% SE (\$214.50) and 40% NE (\$143).
2. Wally Womble was paid \$310 to repair broken water line at the pool. This cost was allocated 60% SE (\$186) and 40% NE (\$124).

At January 31, the SE had 4 pending payments (2 to Stubbs for roofing, 1 to Tspark Enterprises for wood rot repair, and 1 to Truevolt Electrical for electric work at the pool

for \$463.27 (60%)). NE had one pending payment to Truevolt for its share of the electric work at the pool (\$309).

The P&L statement for the SE indicates SE spent more in January than the income collected by \$1,683.13. The reserve expense section illustrates the roofing costs. These costs were not part of the 2022 SE budget as they were not known at the time.

- 5. Pool Committee Report – Mary McCormick.** The Pool Committee Report was presented by the president. Jan Drew and May McCormick looked at the downstairs rooms under the pool and the lattice under the deck. The wall box in the pool room is in very bad shape and needs to be replaced. The lattice, which can be considered an attractive nuisance, needs to be reattached. On motion by Pat Lee, seconded by Jan Drew, the Board approved a motion to replace the wall boxes in the pool room and have the manager obtain a quote from TrueVolt. Joan will get some information on the cost of lattice boards needed to be replaced under the pool deck and ask Kayla to find a worker have them installed.



6. Landscape Committee Report – Judy Arnette. The Landscape Committee Report is attached. Nancy Titcher read Judy's report. It was reiterated that an HO must use online forms to request changes to landscape on their property.

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

8. Architectural Control Committee Report – Cynthia Paulson. The ACC Report is attached.

9. Old Business:

- A. Waiting on information on possibility of breaking out sections of retaining wall in NE to repair in segments or reinforce.
- B. Waiting on additional bids on segments of implementing Magnolia Report and more complete implementation.
- C. Waiting on spread sheet from Kayla on all approved residents' requests per Board request. Joan will get with Kayla to make changes to the spread sheet as submitted.
- D. Waiting on bids for repair and replacement of rafters over front patio at 179 NE Villas Court.

9. New Business

- A. Request from HO at 186 NE to reroute the downspout at back of house to prevent further erosion and to add dirt to area to cover exposed roots at HO's expense.
- B. Maintenance of wood piles. The Board deferred making a decision to later meetings.
- C. The ACC Report included a recommendation that, based on the information provided, the request by HO of 185 N to construct an L-shaped shadow box to camouflage the trash and recycle containers outside garage at his expense be approved. On motion of Pat Lee, seconded by Stephanie Morse, on a vote of 4-0, the Board approved ACC's recommendation and voted to include in the approval that the HO is responsible for all future maintenance for the enclosure. The HO will be informed of the decision in writing.
- D. Mailings on information for Election of Officers and Annual Meeting. The Board discussed the procedure to be followed. The votes for Board members will be counted and the new officers will start their terms.

10. Board Members Issues, Comments.

The Board discussed changes to the spreadsheet on reports on projects approved by the Board. The Board also discussed the status of NE mailboxes.

11. Residents Issues, Comments.

It was brought to the Board's attention that a previously approved project for 197A SE has not been accomplished and was not on the list of projects submitted by the Manager. It was also noted that the shingles on the roofs of the mailbox structures on the SE are deteriorating.

12. Adjournment. The meeting was adjourned at 6:45 p.m.

Time and Date of Meetings: Regular Interim Meeting (if necessary) on March 7, 2023 at Community Pool Time 6:00 p.m., Annual Board Meeting, March 18, 2023, 10:00 a.m. at the Community Pool.

Manager's Report

February 16, 2023

1. Emailed owners board actions from January meeting
2. Updated items in phone directory
3. Emailed SE owners wind mitigation reports
4. Contacted roofer about SE golden pledge documents
5. Emailed ACC chair 185 NE request
6. Emailed ACC chair about 115C – fence paint (this item preexisted the formation of separate ACC)
7. Contacted Ryan's Home Solutions for inspection of rafter at 179 NE for quote
8. Contacted Cracked Glass & Sawdust LLC for inspect of rafter at 179 NE for quote
9. Contacted Locked and Loaded again about estimate for retaining wall
10. Contacted Big Bend Landscape relative to Drainage estimate
11. Contacted NeSmith Landscapes relative to Drainage estimate

Landscaping Report – January 2023

The lawncare crew continue to work on shrubs and trees and drains that need attention. No special requests have come in other than the Mexican Purple Petunia bush at 164A. The crew cut it back in the hope it would survive and bloom again. The weed and feed application will take place in a few weeks. Probably the first part of March. The rye grass behind building 100 is doing well, so the millet seeding will take place in a couple of months. I remind the Board this is done annually to help slow the flow of water.

If anyone has questions or requests, they may call me to get on the list, or email me.

Respectfully submitted,
Judy Arnette, chairperson
Sent from my iPad

The Villas Architectural Control Committee Report – February 2023

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

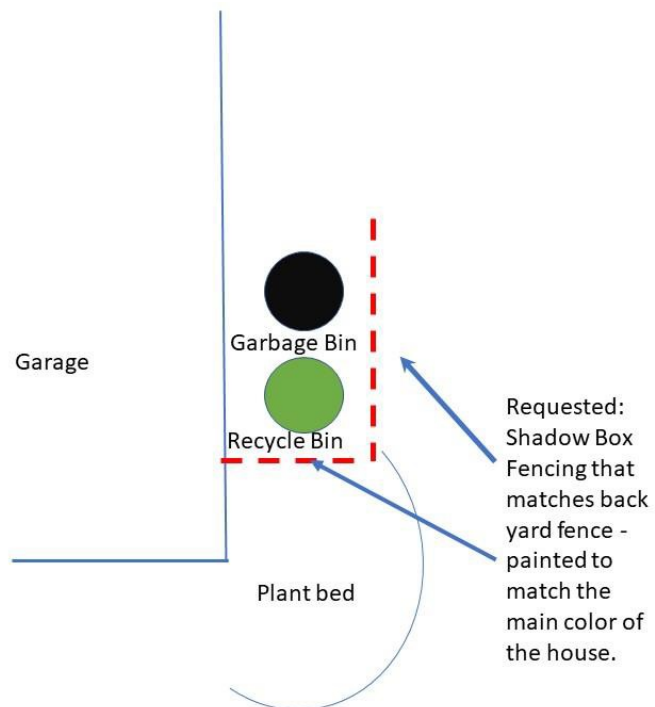
- The ACC met with Glen Rushing for additional online adjustments to the Architectural Review Application to be more user friendly. A mobile application was installed for the entire website, thus enabling HO's to submit requests easily from all mobile devices. Suggestion for Kayla to notify all HO's that a mobile application is now available and that there are two forms for HO requests (include links) – a general one that covers maintenance/repair and minor landscape requests, and a separate Architectural Review Application to be used for all architectural change requests.
- 185 NE Architectural Request –Request to construct L-shaped shadow box fencing to camouflage the trash and recycle containers outside garage at owner expense. Proposed project would be identical fencing style and color of existing backyard fence. Installation to be done by licensed professional.

Recommendation: *The ACC recommends approval for the architectural change request as stated above and shown in Attachments A,B.*

Cynthia D. Paulson, Chair

Architectural Control Committee 2/15/2023

ATTACHMENT A



Attachment B

BODHI LANDSCAPES, LLC
850-815-2099
BODHILANDSCAPES.LLC@GMAIL.COM

PROJECT: 006-2023 Jason 850-567-9508
SCOPE: Install 4 1/2' wide X 7' long
x 4' tall "Shadow Box" privacy
Screen for trash bins.

LABOR: cost to Build Privacy Screen

Labour includes:
Product Delivery
Buildout Screen
Painting Screen

TOTAL: \$ 350

LABOR AND MATERIALS:

\$ 550

TOTAL COST: \$ 550

MATERIALS:

80# Bag Concrete	x	3
4x4 x3 PT Post	x	3
2x4 x8 PT Lumber	x	2
2x4 x4 PT Lumber	x	1
6' Fence Pickets	x	46

TOTAL: \$ 200