

Minutes of the Interim Villas HOA Board Meeting
July 6, 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; Holly Hinson, 184 NE; Glen Rushing, 132C SE; Cathy Shoultz, 133C SE.

1. **Call to Order.** The meeting was called to order at 6:30 p.m. by the President.
2. **Approval of Minutes.** On motion of Mary McCormick, seconded by Scott Holloway, the Board approved the minutes of the June 15, 2023. VHOA Board meeting on a vote of 4-0.
3. **SE Painting Committee.** Cathy Schoultz reported that she and Cynthia Paulson have met with a representative of Sherman Williams to discuss hiring a recommended contractor to provide pressure washing, woodrot repair, and painting for the SE painting project. The Sherman Williams representative will walk the property with 5 contractors recommended by Sherman Williams and a contractor from another source. Estimates for the pool and the retaining wall will be separate in order to allocate a portion of the cost to the NE HOs.
4. **Old Business:**
 - A. **Magnolia Report.** The Board received two bids on implementing part of the Magnolia Report from Jeeb's Stormwater Control, LLC:
 - i. One is to address the water flowing off the parking area on the SE into the backyards of residents on the NE and pooling there. Bid to address that issue includes installing a drain in the SE parking lot and installing a pipe to direct the water into the gutter in the NE to flow into a city drain. Bid is for \$9,300.
 - ii. The other bid is to install catch basins behind and beside 179 NE to address the flooding in that area. It would include underground pipes to drain the water to the curb and have it flow into a city drain. Bid is for \$2270.

Because the Board has been looking for a contractor to implement any portion of the Magnolia Report for two years, the Board decided that it should move ahead with one bid.

On motion of Jan Drew, seconded by Scott Holloway, the Board accepted the bid from Jeeb's on a vote of 4-0, contingent on the manager's statement that a sole source bid could be accepted. Funding for the project from NE and SE is from the lost money recovered earlier this year.

- B. **182 NE:** The HO's request that due to repeated flooding of garage through water seeping under outside wall, next to her neighbor's patio was postponed until a future meeting.
- C. **132A SE:** Request by HO of 132A to have decorative shutters installed on windows at her expense. The report of the Architectural Control Committee is attached. On motion of Joan Kanan, seconded by Mary McCormick, the Board voted 4-0 to deny the request.
- D. **Pool:** Updated TRUEVOLT bid of \$2,205.00 to disconnect meter can and relocate and install a new 150A meter can, secure pipe in pump room. Includes permit and inspection fees. On motion of Mary McCormick, seconded by Jan Drew, the Board approved on a 4-0 vote to accept the bid from TrueVolt.

5. New Business:

- A. **132C SE:** Drain spout from 148B SE is draining into area behind his home and creating a washout problem. The President will direct the manager to research a solution.
- B. **Sidewalks at 183 NE, 187 NE, 191 NE walkway.** The HOs of 183 NE, 187 NE, and 191 NE have each submitted requests to deal with driveway and sidewalk repairs. On motion of Scott Holloway, seconded by Jan Drew, the Board voted 4-0 to request bids to handle these issues as one bid item.
- C. **148A SE:** The HO requests that the lower branches of the Magnolia tree in the yard be removed as they are hanging over patio area and roof and up against the house. This can impact roof and wood rot. The item was postponed to a future meeting.
- D. **115A SE:** The HO requests the removal of limbs from a tree at 115A SE overhanging parking area to prevent damage to parked cars. On motion of Mary McCormick, seconded by Scott Holloway, the Board voted 4-0 to request bids for this tree and to ask the HO to move any car until the work is completed.
- E. **Dog signs.** On motion of Joan Kanan, seconded by Scott Holloway, the Board agreed that the President will direct the manager to obtain 4 signs (2 for each entrance) stating that dog walkers should pick up after their dogs.

6. Board Members Issues, Comments: The Board and Chair of the Landscaping Committee will meet on Wednesday, August 2, at 6:30 p.m. at the pool to discuss the lawn maintenance contract.

7. Residents Issues, Comments. The President will direct the manager to send out notice to residents that garbage must be placed in bags and securely tied before being placed in garbage containers for pickup.

Time and Date of Meetings: Regular Monthly Meeting on July 20, 2023, at Community Pool at 6:30 p.m. Regular Interim Meeting (if Necessary) August 1, 2023 at Community Pool at 6:30 p.m.

The Villas Architectural Control Committee Report – Interim July 2023

ACC Members: SE - Cynthia Paulson, Chair, Cathy Shoultz, Toni Riordan;
NE – Isabel Rush, Margie McAdoo; *Dorothy Webb, Historian Consultant*

• There has been interest from some Southeast homeowners to install and maintain decorative shutters on their exterior windows at their own expense. The Architectural Control Committee is proposing the following guidelines based on research (*ACC Report June 2023, Attachment A*) for the installation of decorative window shutters:

- Exterior window shutters must be of PVC construction, standard raised panel design, painted with Sherwin-Williams trim color choice of the HOA approved master color palette.
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- Homeowner would agree to all maintenance, including upkeep, removal/reinstallation of shutters (to allow for painting underneath during scheduled painting projects), painting of the shutter itself, and repair of any damages that may occur behind the shutter. Window shutters would become the responsibility of current and all subsequent homeowners.

Since decorative shutters would reflect an alteration to the original architectural design, the ACC decided to conduct a survey of Villas homeowners (Attachment A) to assess opinion on this potential change. The survey was also extended to Northeast homeowners although architectural building styles and features are remarkably different between Southeast and Northeast homes. Most of the windows on the NE are not visible to passersby, whereas windows on the SE are.

Result: SE: 57% opinioned in favor of allowing decorative shutters; 43% opinioned no.

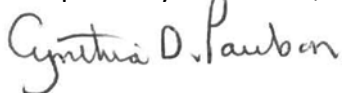
NE: 37.5% opinioned in favor of allowing decorative shutters; 62.5% opinioned no.

See full detailed survey results. (Attachment B).

• 132A SE has requested to install decorative shutters on all exterior windows of her unit at her own expense. Homeowner has already installed a pair of shutters on her front window (Attachment C).

Recommendation: *The ACC recommends approval of HO request contingent on Board approval of the proposed (or modified) guidelines as stated above, and a signed Villas Homeowners Association Architectural Agreement by both the homeowner and Board representatives.*

Respectfully submitted,



Cynthia D. Paulson, Chair
Architectural Control Committee
7/5/2023

ATTACHMENT A

VILLAS ACC HOMEOWNER SURVEY – YOUR OPINION MATTERS!

A SE homeowner has submitted a request to install decorative shutters on all exterior unit windows. Shutters can increase overall curb appeal which can lead to a higher appraised property value, but would be a visually significant architectural change. (**You can view test example at front of unit 132A SE**).

The Architectural Control Committee is conducting this survey to assess HO opinion. Following the Original Covenants as to **quality of materials, harmony and external design and color** related to architectural change requests, the ACC has drafted guidelines (contingent on Board approval) based on research for the installation of decorative window shutters:

- Exterior window shutters must be of PVC construction, standard raised panel design, painted with Sherwin-Williams trim color choice of the HOA approved master color palette.
- Homeowner would agree to all maintenance, including upkeep, removal/reinstallation of shutters (to allow for painting underneath during scheduled painting projects), painting of the shutter itself, and repair of any damages that may occur behind the shutter. Window shutters would become the responsibility of current and all subsequent homeowners.

Please respond:

• Would you support the proposed achitectural change/addition of window shutters in the Villas by HOs who request them (at HO expense)? Yes _____ No _____

• Would you consider adding shutters to your unit? Yes _____ No _____
Within 6-12 months? _____ Within 1-3 years? _____

Comments (use back of survey):

Thank you for your response! **Please return survey by next Friday, June 16 to 149A SE.**

ATTACHMENT B

VILLAS HOA ACC HOMEOWNER OPINION SURVEY – DECORATIVE SHUTTERS

There has been interest from some Southeast homeowners to install and maintain decorative shutters on their exterior windows at their own expense. Since decorative shutters would reflect an alteration to the original architectural design, the Architectural Control Committee decided to conduct a survey of Villas homeowners to assess opinion on this potential change. The survey was also extended to Northeast homeowners although architectural building styles and features are remarkably different between Southeast and Northeast homes. Most of the windows on the NE are not visible to passersby, whereas windows on the SE are.

Survey Content

The Architectural Control Committee is conducting this survey to assess HO opinion. Following the Original Covenants as to ***quality of materials, harmony and external design and color*** related to architectural change requests, the ACC has drafted guidelines (contingent on Board approval) based on research for the installation of decorative window shutters:

- Exterior window shutters must be of PVC construction, standard raised panel design, painted with Sherwin-Williams trim color choice of the HOA approved master color palette.
- Homeowner would agree to all maintenance, including upkeep, removal/reinstallation of shutters (to allow for painting underneath during scheduled painting projects), painting of the shutter itself, and repair of any damages that may occur behind the shutter. Window shutters would become the responsibility of current and all subsequent homeowners.

Survey Results

A total of 64 surveys were distributed: Southeast 38, Northeast 26. Paper surveys were hand-delivered to 50 on-site owners; 14 were emailed by Kayla, Villas HOA manager, to off-site homeowners. One SE unit is pending final sale, did not receive a survey, and will not be factored into the total percentage.

A total of 30 completed surveys were returned for an overall response rate of 47%. The majority 53% of homeowners did not respond. Since four of five total board members withheld an opinion until an official Board vote, the single one that was received will not be factored into the percentages.

Opinion Survey	Units	Responses/%	Yes/%	No/%
	<i>Total Units</i>	<i>Total Completed</i>		
Southeast	39 (38)	21/55%	12/57%	9/43%
Northeast	26	8/33%	3/37.5%	5/62.5%

The survey return rate of Southeast homeowners was 55%. Of those, 57% opinioned in favor of allowing decorative shutters; 43% opinioned no.

6 of the 12 SE homeowners who opinioned in favor, would consider installing shutters if approved, 3 were undecided.

Opinion Survey	Units	Consider Adding Shutters to Unit		
		<i>Within 6-12 months</i>	<i>Within 1-3 years</i>	<i>Undecided/Don't Know</i>
Southeast	A	3	1	2
	B	0	N/A	1
	C	1	1	0
Total		4	2	3

The survey return rate of Northeast homeowners was 33%. Of those, 37.5% opinioned in favor of allowing decorative shutters; 62.5% opinioned no.

Survey Comments Summary

- Several of the surveys included comments noting that the upcoming SE painting project should be completed prior to installation of any decorative shutters.
- It was noted that the side lanterns at the SE front entrances would need to be removed to allow room for shutters. All entrances would still have the overhead light directly above the door for lighting.
- Two comments suggested that “harmony” means “identical” and all buildings should be exactly the same.

- The issue of future problems was raised, including potential wood rot mentioned by two.
- It was pointed out that SE units are currently not identical - units with new windows do not look the same as units with original windows, as well as other building alterations which are not identical.
- One respondent thought that SE homeowners should be able to decide for themselves if they want shutters. Another stated they would consider installation if the majority would want them.

ATTACHMENT C

132A SE



6/2023