

**Minutes: Audubon Landing HOA Board Meeting**

**November 9<sup>th</sup>, 2020 6:30PM**

West Meadows Community Center

**Call to Order – David Ritchie. 6:30pm**

- Attendee Recognition – D. Ritchie. **A quorum of the Board was established with all five (5) Board Members attending. Twelve (12) Members attended the meeting as well.**
- Updates To Agenda. **Add discussion about a community garage sale and Owner reimbursement for damaged lighting.**
- Treasurer: Financial Report YTD September 2020 – J. Garcia. **John Garcia provided a brief report on the September 2020 financial report including an update on the operating account and the reserve account for the Association. Motion made by Joyce Byers to approve the Treasurer's Report, seconded by Julie Thornhill. The motion was unanimously approved.**

**Without Meeting Confirmation – David Ritchie**

- Approval of September 28, 2020 meeting minutes.
  - Approve Challenger Pools Proposal to Resurface Pool for the cost of \$18,820.00 to be funded by the reserve account.
  - Owner reimbursement to Dale Byers for purchasing HOA pavers for the cost of \$44.88
  - **Motion made by John Garcia to approve the action without a meeting approval, seconded by Joyce Byers. The motion unanimously passed.**
- **Individual Reports:**
    - Pool – D. Ritchie. **Dave Ritchie reported that the contract with Challenger Pools had been signed and the work is expected to begin the first week of January. The project should last about 4-6 weeks in total. Dave also reported that the new fabric for the lounge chair that was damaged by Yellowstone's crew was purchased and will be installed on the chair.**
    - Gate – D. Amon & J. Garcia. **Debby Amon reported that there have not be any concerns with the gate since the last meeting. John Garcia is still working on the gate directory information to update the system.**
      - Gate Operator Replacement Proposal Discussion. **Debby Amon discussed the proposal for the new gate operators with the Board Members and the need to have the replacements made. Money is allocated for 2020 in the reserve account for these replacements and the proposal is in line with the money allotted for this item. After discussion, motion made by Julie Thornhill to approve the proposal as submitted including the surge protection for the cost of \$16,020.05 to be funded by the reserves, seconded by Debby Amon. The motion unanimously passed.**
    - Landscape & Irrigation Update – J. Byers and J. Thornhill. **Joyce Byers and Julie Thornhill gave an update on the landscaping and irrigation in the Association. Yellowstone is still within the 90 day transition period and the property overall is improving. The Board will be looking to get additional proposals from Yellowstone based on a recent walk through of the Association.**
      - Landscaping Proposals Discussion and Review. **The Board discussed multiple proposals for enhancement work throughout the Association. The proposals and votes are detailed below:**
        - **Proposal #95368 for new plantings around the pool equipment at 19188 Lake Audubon: The Board will request an updated proposal from Yellowstone to clarify the plantings they are looking for in this area.**
        - **Proposal #95343 for new plantings between the driveways: Motion made by John Garcia to approve the proposal as submitted to be completed at all 22 areas in need of the new plantings to be funded by the operating and reserve accounts, seconded by Julie Thornhill. The motion unanimously passed.**
        - **Proposal #3279 from Hollies Farm and Garden for plantings between the driveway: The Board did not approve this proposal based on the approval of the proposal from Yellowstone for this work.**
        - **Proposal #95344 to remove the dead queen palm and install a new one at 19115-19117: Motion made by Joyce to approve the proposal for the cost of \$1,243.98, seconded by Debby Amon. The motion unanimously passed.**

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- **Proposals #95362, #95503 and #95505 for enhancements at the pool area and entrance area: The proposals were tabled until the Board receives additional proposal for new plantings throughout the Association and the Board can prioritize the proposals for each area.**
- Discuss Mulch Color. **The Board discussed the mulch color for the Association. The Board requests Yellowstone provide samples of new mulch colors for the Board's review no later than the next walk through on November 19, 2020. Once the samples are provided, the Board will make a decision about which color to move forward with.**
- Communication/Newsletter Committee – J. Garcia. **John Garcia announced that the next newsletter will be sent out in January 2021. No other updates to report at this time.**

### **Melrose Management Reporting:**

- Attorney Letters - Issued by Reason. **None at this time.**
- Past Due Proof of Insurance Letters – Issued by Resident. **Reviewed and discussed.**
- Past Due Status. **Reviewed and discussed.**
  - Lien Discussion for Delinquent Accounts. **None to discuss at this time.**
- Work Order/Member Communication Report. **Reviewed and Discussed.**
- Violation Letters sent
  - Stage 3 Notices Review and approval to fine and escalate to the Violation Review Committee. **The Board discussed the violations. At this time there are not any stage 3 violations for the Board to discuss fining action.**

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### **Old Business:**

- Gutter Repairs/Replacement Discussion. **The Board discussed proposals to have the gutters repaired in the community. After discussion, motion made by Joyce Byers to approve the proposal submitted by Romaner Graphics for the cost of \$7,550 to be funded by the reserve account, seconded by John Garcia. The motion unanimously passed.**

### **New Business:**

- 2021 Budget Discussion and Approval. **The Board discussed the proposed budgets for 2021. After discussion, motion made by Julie Thornhill to approve the budget to include a \$12 increase per Lot per month for the assessments, seconded by Joyce Byers. The motion unanimously passed.**
- Architectural Standards Discussion. **The Board discussed the recommended changes/additions to the Architectural Standards for the Association. Debby Amon had concerns/questions about multiple changes. After discussion, motion made by John Garcia to approve the changes except for the items Debby Amon had questions/concerns with and for Debby Amon to submit the details on her concerns to the Board within one week for the Board's review and discussion on those items, seconded by Debby Amon. The motion unanimously passed.**
- 19171 Lake Audubon Privacy Shrub Maintenance Discussion. **The Board discussed a request from the Owner of 19171 Lake Audubon to allow the privacy hedges to be extended to eight (8') feet in height. The Owner was present at the meeting. The Board discussed that the standard/policy for the Association was to have the privacy hedges be maintained at seven (7') tall. Debby Amon disagreed with the standard seven (7') feet high standards due to the aging community she believes these items needed to be reviewed and addressed differently than they were when the plantings were smaller/younger. After discussion, motion made by Julie Thornhill to uphold the Association's standard of privacy hedges being seven (7') feet tall, seconded by Joyce Byers. A vote was held. By a vote of 4-1 the motion passed. Debby Amon opposed the motion.**
- 2021 Annual Meeting Discussion. **The Board will hold the Annual Meeting during the regularly scheduled day/time on January 25, 2020 at 6:30pm.**
  
- Next Walk-through – **November 19, 2020 at 9:00am**
- Next Board Meeting – **The Board will not schedule a board meeting for December unless something comes up. The next planned meeting will be the Annual Meeting/Board Meeting scheduled for January 25, 2020.**
- Meeting Adjournment – **8:15pm**