

Minutes: Audubon Landing HOA Board Meeting

February 22nd, 2021 6:30 PM

West Meadows Community Center

Call to Order – D. Ritchie. 6:30PM

- Attendee Recognition – D. Ritchie. **All five (5) Board Members were present. Nine (9) Members were present as well.**
- Updates to Agenda. **Gutters under Old Business and Sidewalk pavers under New Business.**
- **Treasurer:** Financial Report YTD January 2021 – J. Garcia. **John Garcia gave a brief report on the January 2021 financial report stating that he found some line item expenses that need to be re classed. Will formulate email with discrepancies found and send to management to correct. Otherwise, all looked in order.**
- **Without Meeting Confirmation – D. Ritchie**
 - Approved January 25, 2021 meeting minutes-
 - Approve February 9, 2021 workshop meeting-
 - **Motion made by John Garcia to approve the action without meeting approval of the Jan. 25 meeting minutes and to approve the Feb. 9 workshop meeting minutes, seconded by Julie Thornhill. The motion unanimously passed.**
- **Individual Reports:**
 - Pool – D. Ritchie
 - Update for Pool Resurfacing. **David Ritchie reported that the pool resurfacing work has been completed and asked management to find out when the 30-day brushing ends from Challenger Pools. He also reported that a 3-step ladder was installed. The proposal quoted a 4-step ladder and asked management to contact Challenger to re-order a new 4 step ladder in white, as per the specs. David asked if management can inquire with the paver sealing vendor if the existing pavers are still available to be able to have new drain covers installed at portions of the deck. Rocco will check with Chris Haines. David also reported that the annual re-sealing of the deck will be held off until the drain covers are replaced. The Board also agreed to begin heating the pool as of March 1, 2021.**
 - Gate – D. Amon & J. Garcia. **John Garcia reported that the gate phone brick kiosk was demolished by a vehicle recently. Manager Rocco Iervasi updated the Board on current status of acquiring proposals to rebuild, expenses already incurred, and insurance claim status. Member M. Rakes asked that the driver's insurance coverage be determined so the Board can make proper plans for claims purposes. He also requested to find how much coverage we have under our insurance policy for this loss and to confirm deductible if we must make a claim under our policy. John questioned a charge from Accurate Electronics regarding a second trip charge. Will follow up with Accurate.**
 - Landscape & Irrigation Update – J. Byers and J. Thornhill. **Joyce Byers reported that the birds of paradise project continues. Met with Yellowstone reps Brian and Josh, along with Rocco, at the last landscape walk on Feb. 18. Brian suggested hard trimming of the trees between the villas to keep them below roof level and promote healthy growth. Perimeter trimming, to be performed by Cody Trees, was held off due to weather conditions. Fertilizer was recently applied to the community landscape. David will activate the irrigation system before Thursday's scheduled mowing, to allow the fertilizer to absorb into the ground. Wet areas at 19123 LA and 8617 Egret are gutter downspout issues. Owners need to have the water re directed as to not over-saturate those areas. Same issue pertains to 19106 LA.**
 - Landscaping Proposals Discussion and Review. **The Board met at a workshop meeting to review and discuss the proposals by Yellowstone on Feb. 9. Minutes included in the meeting packet, were approved.**
 - **David produced a proposal from Romaner Graphics to replace a broken fence post behind 19106 LA, from June 2020 for \$325.00. After Board discussion, motion made by Julie Thornhill to approve proposal, seconded by John Garcia. All in favor, motion passed unanimously.**
 - Communication/Newsletter Committee – J. Garcia. **The next newsletter will be scheduled for April. David asked that a reminder that owners need to clean out their gutters be included in the newsletter.**

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Melrose Management Reporting:

- Attorney Letters - Issued by Reason. **None, currently.**
- 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 currently.**
- Violation Letters sent
 - Stage 3 Notices Review and approval to fine and escalate to the Violation Review Committee. **The Board discussed the violations. There was one violation that a fine was approved. Management was asked to verify that the owner received a letter stating the fine was imposed.**

Old Business:

- Mailbox restoration and front door entry repaint status- **Rocco reported that all the mailboxes have been completely restored. Munyan advised that a crew will be on site Wednesday and Thursday to complete the re-painting of the twelve (12) doors on the list given. Homeowners will need to be alerted so they will be home. Julie will handle alerting the homeowners.**
- Broken window at 19143 LA- **Has been repaired.**
- Gutters- **David asked that Rocco contact Harris Romaner regarding the current gutter repair project. David would like to meet with Harris to discuss current and additional gutter issues.**

New Business:

- Update on damaged gate kiosk- **Reported earlier in the meeting**
- Execute legal release agreement with Duval Landscaping- **David executed agreement and Rocco will forward to attorney once check is received from Accounts Payable.**
- Privacy hedges at pool- **The board discussed the condition and height of the privacy viburnum hedges at the pool area abutting the Wood Sage side. The all agreed they look fine as they are. Julie Thornhill made a motion to allow the hedges to be trimmed at a one-foot above fence level height (six feet in height), seconded by John Garcia. Motion approved unanimously.**
- Sidewalk pavers- **David asked that Romaner Graphics be contacted to arrange a meeting with him to further discuss replacing or re setting the existing pavers at the villa entryways. Rocco will contact vendor.**

- Next Walk-through – **March 18, 2021 at 9:00am**
- Next Board Meeting – **March 22, 2021 at 6:30PM**

- Meeting Adjournment – **7:28PM**