

Minutes: Audubon Landing HOA Board Meeting

August 25, 2021 6:30 PM

West Meadows Community Center

Call to Order – D. Ritchie. 6:35 PM

- Attendee Recognition – D. Ritchie. **All five (5) Board Members were present: David Ritchie, Julie Thornhill, Joyce Byers, Maury Rakes and John Garcia. Fifteen (15) Members were present as well. Cat Gates represented Melrose Management. Cat was introduced by David to the group as the new LCAM assigned to the Community.**
- Updates to Agenda. **Walk Throughs, Hedge/Tree Replacement and Sidewalk Pavers**
- Approval of June 21, 2021 Meeting Minutes-meeting minutes were previously approved with an **Action Without a Meeting. There was no meeting in July.**
- **Treasurer:** Financial Report YTD July 2021 – J. Garcia. **John Garcia reported financials were reviewed and the only issues of concern are the 06200 Contingency line item is not correct. John requested that management contact the accounting department for an audit of this line item.**
- **Individual Reports:**
 - Pool – D. Ritchie. **David reported that the pool pavers would be revisited.**
 - Gate – J. Garcia. **John Garcia reported that the gate is operational.**
 - Landscape & Irrigation Update: **David recommends this item to be discussed at the end of the meeting agenda now and in the future. Motion to approve by J. Thornhill, seconded by J. Byers, 4 approved, one opposed. Motion passed with a majority of the Board.**
 - Communication/Newsletter Committee – J. Garcia. **The next newsletter will be scheduled for October and the website has been updated.**

Melrose Management Reporting:

- Attorney Letters - Issued by Reason. **None, currently.**
- Past Due Proof of Insurance Letters – Issued by Resident. **Reviewed and discussed, Board advised management that this list is not updated nor accurate. Management to address with assistant manager and resolve and report back to Board.**
- Violation Report- **After reviewing the report, John motioned, Julie seconded, all in favor motion passes to proceed with fining 43B2. The Board also requested to see the formal results of the fining committee's recommendation for ARC 19165 Lake Audubon Drive.**
- Past Due Status. **Reviewed and discussed. John advised further research is needed regarding the balance being reported for 8603EP.**
 - Lien Discussion for Delinquent Accounts. **None to discuss currently.**

Old Business:

- Pool Pavers- **David motioned to table this item so he can get with Bill to discuss. Seconded by Julie, passed unanimously.**
- Driveway/Sidewalk Proposals-David reports that vendor was on site on finishing the job this week weather permitting.

New Business:

- Shower leak- **It was determined that the proposal was for two shower head replacements, we only have one. David requested Cat contact vendor and get a revised proposal and if it is equal to 1/2 (for one head only) the Board will approve.**
- Reserve Study: **Melrose to contact regarding appointment and fee.**
- Board Calendar- **The addition of the leaf removal times was addressed and will be added to the calendar.**

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- Driveway repairs – **David provided a copy of a letter from 2017 from the Reserve Study showing that any replacement/repair was homeowner responsibility. HOA is only responsible for trip hazards.**
 - **Discussion occurs in that some homeowners disagree that the pavers at the entry way to the front door is Homeowner reasonability. Board approves Cat to prepare email draft to be reviewed by Board and then sent to the Attorney for clarification on this item as to whether the entryway pavers are the HOA or Homeowner responsibility.**
 - **Notice to Munyan Painting – Board approves Management to prepare email draft to upper management at Munyan and Sherwin Williams regarding the last 5 doors to be completed. Board will provide those unit numbers to management.**
 - **Landscape / Irrigation Committee report and discussion – Julie requested that homeowners be patient as a discussion with Josh from Yellowstone the current Landscape vendor has 18 employees out with COVID. The Monthly irrigation report is being sent to Melrose and then should be forwarded to Julie to approve the invoice. Joyce advised that the pesticides applications were done on Monday. Sod replacement was approved for 8604 AND 8606 Egret, 8615 and 8617 Egret, and 19150 Lake Audubon.**
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 - **Discussion re the approval of the landscaping enhancement at the Kiosh Island by Yellowstone for \$1,235.00. John Garcia made the motion, second by Julie Thornill. Passed with 5 approval votes. Julie and the Board are in the process of soliciting bids for a new Landscape vendor. David reports that the next contract solicitation will include plans and specifications.**
 - **General request to management- provide log in and instructions and information for the homeowner portal be printed and distributed at the next Board meeting.**
- Next Walk-through – **TBD**
 - Next Board Meeting – **September 27, 2021 at 6:30PM**
 - Meeting Adjournment – **7:57 PM**