

**SUN LAKES VILLAS 46A HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS' MEETING MINUTES  
August 16, 2023**

President Michael Meyer called the meeting to order at 5:30PM. The meeting was held in the Oakwood Clubhouse Bradford Room. Board members present included Mr. Meyer, Ray Burbank, Treasurer, Bo Walden, Member at Large, and Ron Betti, Vice President. Julie Anderson, Secretary, was absent.

Doug Anderson, Landscape Manager, and Craig Paddock, Maintenance Manager were also present. Alice Kurz, Accountant, was absent.

A quorum was reached.

Mr. Meyer asked for a moment of silence in memory of Susan Carew. Ms. Carew was a Villas resident who served on the Board of Directors in several capacities. She always had the best interests of the Villas at heart.

**INTRODUCTIONS:** Mr. Meyer introduced the Board members and staff.

**NEW OWNERS:** Mr. & Mrs. Mattz, who live at 9643 Nacoma Drive, introduced themselves.

**ELECTION COMMITTEE:** Mr. Meyer explained that the Villas CC&R states that an election committee must be formed and have a chairperson. The Committee, consisting of 3 homeowners with Julie Anderson as Chair, was formed in May. The results are by acclamation, the Board members as seated now, with the exception of Ms. Anderson who retired, will serve another two-year term. Bruce Davidson, who was not present at the meeting, will become the new Member at Large. Mr. Walden will assume the duties of the Secretary. Mr. Meyer made the motion and the vote was unanimous for approval.

**APPROVAL OF MINUTES:** Mr. Walden made a motion to approve the May 20, 2023 meeting minutes as submitted. Mr. Burbank was the second and the motion was unanimously passed.

**FINANCIAL REPORT:** Ms. Kurz provided a written report which

Mr. Meyer read.

- Stucco repairs to all units were completed in July for a total cost of \$15,000 or \$127/unit.
- Republic Services will issue a credit of \$740.81 for the reduced number of trash pick-ups in the summer months.
- The \$200,000 five-month CD at Chase Bank matured and added \$3,248 in income the reserve account.
- The Board is reviewing and balancing accounts between banks in order to protect all of the HOA's assets so they are covered by FDIC insurance. They are consolidating older, long-term CDs that are paying a lesser rate in favor of shorter term CDs at First Citizens Bank that will pay a better rate.
- The reserve balance as of July 31, 2023 is \$556,337.
- Accounts Receivable balance is \$75 which represents \$4,225 in prepaid assessments and \$4,150 still due. Homeowners have been contacted regarding their overdue amounts.
- Prepaid expense is \$1,894 which consists of prepaid insurance.

**LANDSCAPE MANAGER'S REPORT:** Mr. Anderson said he continues to struggle with heat related issues and the lack of rain. As a result, plant replacement may cost more this year. Some dense areas of foliage may not be replaced. Two valve boxes are leaking and one other one will be repaired tomorrow. There are a couple trees that need to be removed. Mr. Anderson suggested taking out trees that are planted between villas by using the funds earmarked for tree trimming. He will make a list of priority trees that need to be removed.

**MAINTENANCE MANAGER'S REPORT:** Mr. Paddock asked homeowners to email him if they still have a stucco problem. He has had good reports about Silverback Roofing. Mr. Meyer said a meeting has been set up with them on September 5 to discuss the three-year roofing plan.

## **OLD BUSINESS**

**STUCCO & PAINT PROJECT COMPLETED** – This was discussed earlier in the meeting and in Ms. Kurz report.

**BUG GUARDIAN PEST CONTROL** – Mr. Meyer announced a new, monthly pest control service has been hired. Service will be done on the first Tuesday of each month. If homeowners want inside service also they should contact the company directly.

**NEW BUSINESS**

ROOFER CONTACT – This was discussed under Mr. Paddock's report.

2024 MEETING DATES – A schedule was published with this meeting's agenda.

**COMMENTS:** None

**ADJOURNMENT:** Mr. Betti called for adjournment; Mr. Walden was the second. The meeting concluded at 6:38PM.

The next meeting is September 20, 2023 at 5:30PM in the Bradford Room.

Transcribed by  
Karen Jorgensen  
Recording Secretary

Bo Walden 8/17/23  
Secretary Date