

**SUN LAKES VILLAS 46A HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS' MEETING MINUTES  
May 17, 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 Julie Anderson, Secretary. Ron Betti, Vice President, was absent.

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

A quorum was reached.

**INTRODUCTIONS:** Mr. Meyer introduced the Board members and staff. He asked all the attendees to introduce themselves and say which street they live on.

**NEW OWNERS:** None

**APPROVAL OF MINUTES:** Ms. Anderson made a motion to approve the February 15, 2023 meeting minutes as submitted. Mr. Burbank was the second and the motion was unanimously passed.

**FINANCIAL REPORT:** Ms. Kurz reviewed the numbers as of April 30, 2023 as follows: The Reserve Account continues to grow by \$12,800 per month; the balance is \$514,372. The Accounts Receivable balance is \$2,485; homeowners that are in arrears have been contacted. The prepaid expense account is now \$5,208; this consists of insurance expenses which are paid monthly in the amount of \$1,736.

**MAINTENANCE MANAGER'S REPORT:** Mr. Paddock was unable to attend so Mr. Meyer gave his report as follows:

- Mr. Paddock is looking at stucco and paint repairs community wide. He has met with 2 contractors. GPS, the company that did the last painting, gave a verbal bid of \$250/building.
- The window that was broken by a golf ball on Golfview Dr will be repaired on May 25. The HOA is responsible for the outside pane of glass.

**LANDSCAPE MANAGER'S REPORT:** Mr. Anderson

- Mr. Anderson explained the problems with the wiring installed by Cox Communications. The HOA should not be responsible for something that is installed the wrong way. Mr. Burbank agreed to get a Cox contact name and number for Mr. Anderson.
- Turf watering will be increased to two times a day.
- Spraying for weeds was started today and will continue.
- Mr. Anderson has had a request to remove an oak tree and there is a pine tree that should be removed also.

**OLD BUSINESS**

**ROOFING ESTIMATES/UPDATES** – Mr. Paddock continues to try to get roofing estimates from contractors. He has 2 quotes so far. The work to redo the underlayment may begin in 2024.



**NEW BUSINESS**

**REQUIREMENTS FOR ROOF REPAIRS** – If there is a roof leak the contractor needs to have access to the interior of the Villa in order to see the water damage and determine the origin of the leak. Mr. Meyer suggested adopting this as an informal policy.

**WINDOW REPAIRS** – Currently the Villa’s CC&R states that the Association is responsible for the outermost pane of glass if it is broken by any means. The Board and homeowners in attendance discussed this. Ms. Anderson agreed to review all the CC&Rs to address this and any other items that might need to be changed. Changing the CC&R requires a vote of the membership. Mr. Kevin Craig, a homeowner, agreed to assist in this endeavor.

**PEST CONTROL SERVICE** – Mr. Meyer said there has been concern when homeowners never see the pest control person in the neighborhood. The vendor has been told to alert a Board member when he will be in the Villas and say what Villa he is attending to. The plan is to interview other vendors for this job.

**THE NEED FOR A 5<sup>TH</sup> BOARD MEMBER** – The Board and attendees suggested names of homeowners who might be interesting in serving on the Board. Also discussed were the current members’ terms of office. Ms. Anderson agreed to review the Villas Bylaws to see what it says concerning term limits.

**COMMENTS:** None

**ADJOURNMENT:** Ms. Anderson called for adjournment; Mr. Burbank was the second. The meeting concluded at 7:00PM.

The next meeting is August 16, 2023.

Transcribed by  
Karen Jorgensen  
Recording Secretary

  
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Secretary

5-19-23  
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Date