

# Minutes of Sunvalley Villas HOA Board Meeting Minutes

## Monday, April 2, 2012 / 7:00 pm at Clubhouse

Meeting was called to order at 7:06 pm by Gloria Heames/President.

**Board Members Present:** Gloria Heames, Ron Umsted, Patty Burger, Michael (Mick) Durick, Joe Juszak & Lynn Johnson

**Board Member Absent:** Nick Pashulka

**Manager Present:** Jeff Twito

**Homeowners Present:** Sixteen (Sign-in sheet filed in Secretary Book)

### Minutes from Previous Meetings:

- Patty Burger motion to accept edited Board Meeting 03/14/12 Minutes as posted on Bulletin Board. Motion was second by Joe Juszak. Motion was unanimous. Minutes will also be adjusted to reflect "Darlene & Ed Piotrowski ~~donated~~ installed the new valances in the Clubhouse."

### Manager's Report – Jeff Twito

- Jeff Twito didn't go over Financials as Bank Statement not received.
- SVVHOA has collected \$16,370 of Special Assessment. Building 13 roof will be done once receive enough funds.

**Landscaping/Beautification Committee – Patty Burger** (Committee report received & filed in Secretary Book)

#### Replacement of Bushes:

- Patty Burger motion to purchase 28 bushes on the list that Yvette Hurley/Moon Nursery approved at a cost of approximately \$350.00. Motion was seconded by Joe Juszak. Motion passed with four Aye votes (Gloria Heames, Patty Burger, Mick Durick, & Joe Juszak) and two Nay votes (Lynn Johnson & Ron Umsted).

#### Replacement of Trees Plan:

- Patty Burger motioned to have a Professional Landscaping Design Specialist (Yvette Hurley/Moon Nursery) come out on May 7<sup>th</sup> to create a Tree Replacement Plan for Sunvalley Villas that would be presented to the Board in the October Meeting along with costs, time to plant and schedule of tree replacements with requests we have already received in the past from homeowners for tree replacement to be done first. Motion was seconded by Joe Juszak. Motion was unanimous.

#### Landscapers Contract:

- Review Landscaping Contract to understand what work All Pro is to perform

#### Citrus Tree Trimming:

- Patty Burger motion that the Committee brings a Citrus trimming tree schedule to October meeting for the Board approval. In the meantime a Work Day will be scheduled for Saturday 4/7/12 from 8:00 am – 11:00 am to trim trees. Motion was seconded by Lynn Johnson. Motion was unanimous

**Clubhouse Committee – Gloria Heames** (Committee report received & filed in Secretary Book)

- Storage room and cupboards were cleaned out and reorganized
- Items were purchased for kitchen
- New valances, door curtains, table clothes and decorations were purchased and installed with profits from the three dinners held

#### Pool Committee – Ron Umsted

- Pool gates are being left open and this is a safety issue.
  - Need to purchase a sign to put over lock on gate to remind people to lock/close gate
- Clubhouse barbecue burner not working, needs to be cleaned
- Light to be placed over Clubhouse barbecue to be done next week
- Ron Umsted has some plastic shelves that can be used in the pump rooms to set chemicals that are in storage room now
- Jeff Twito and Arzie/Maintenance Person will clean out storage room
- The Phase II Pool heat will be shut off in mid-April
- Hot Tubs are heated all summer

- Phase II pool has dispenser that releases a chemical that puts a blanket to keep heat in like Phase I pool

### **Architectural Committee** – Ron Umsted

- There are forms available in Clubhouse if anyone wants to do improvements

### **Unfinished Business**

#### **Building Painting:**

- Building 7, 8 & 9 will start being painted on April 23<sup>rd</sup>

**Perimeter Wall & Wrought Iron Fence:** Patty Burger motioned to approve revised bid from Mel Thomson Painting to paint the perimeter wall & wrought iron fence at a cost of \$6446. Motion was seconded by Mick Durick. Motion was unanimous. Any fence repairs will have to be done in house.

#### **Roof Updated:**

- Building 1 has been completed

**Retaining Wall behind Bldg 13/Unit 162 & 163:** The design was sent out to three contractors. As of today only received one bid back from TCM Masonry, Inc. at a cost of \$4230.

Lynn Johnson motioned to give Jeff Twito/Manager latitude to use this bid as a base for cost for the retaining wall behind Bldg 13/Unit 162 & 163. Once the other bids are in Jeff Twito/Manager has the authority to select/approve the bid that is in the best interest of the Association. Motion was seconded by Joe Juszak. Motion was unanimous.

### **New Business**

#### **Set Time to Give Personnel Reviews:**

- Gloria Heames will meet with Arzie/Maintenance Person and give him his review.
- Gloria Heames and Patty Burger will give Jeff Twito/Manager his review after this meeting.

#### **Emergency Funds for Jeff to use during summer months:**

- Lynn Johnson motioned to have \$3000 available for emergency use over the summer for Jeff Twito/Manager. Motion was seconded by Joe Juszak. Motion was unanimous.

#### **Clip Boards with Date, Name & Unit # for Pool Usage:**

- Lynn Johnson motioned to table this until next meeting and have the Budget Committee review the possibility of getting new keys for pool. Motion was seconded by Mick Durick. Motion was unanimous.

#### **Roof Inspections:**

- There was damage to the original five buildings roofs and Spray Foam will be coming out to do Annual Inspection.

#### **Dish Wires:**

- Arzie/Maintenance Person will start tucking the wires back starting with the buildings that will be painted.

### **Homeowners Comments:**

- Jim Swanson/Unit 226 – Wanted to know how he could get the CC&Rs. Jeff Twito/Manager will get him a copy.
- Dalton Larson/Unit 137 – Thanked the Board for the good job they have been doing the last few years and that they are appreciated.

Mick Durick motioned to adjourn meeting. The motion was seconded by Ron Umsted. Motion was unanimous. Meeting adjourned at about 8:04 pm.

Submitted by Secretary: Patty Burger