

MINUTES  
VILLAS I AT SNOWDEN OVERLOOK  
BOARD OF DIRECTORS MEETING  
September 03, 2019 – Approved

**Present:** Members L. True, J. Pelch, R. Vogel, C. Overly, and WPM Property Manager Barry Yatovitz in for Patricia Lall. **Absent:** D. Perin

**1. Call to order 7:03 pm**

**2. Meeting Agenda:**

President requested that an item be added under New Business. The Board agreed to add “Annual Meeting 11/5/2019” to the agenda.

**3. Reading of Minutes from Previous Meeting:**

Motion - made by J. Pelch, seconded by R. Vogel and adopted 4-0 to approve the August 06, 2019 minutes and to dispense with reading them.

**4. Treasurer’s Report:**

As of 7/31/19, total account balance was \$991,722 including \$55,336 in the checking account and \$935,071 in the reserve accounts. YTD Expenditures were budgeted at \$124,114 with actual expenses \$133,870. The difference of -\$9,756 was due to higher than budgeted snow removal, tax, and maintenance expenses.

**5. Property Manager’s Report:**

**a. Gutter Cleaning** – Scheduled 10/21/2019 (Perimeter Units) and 12/9-10/2019 (All Units).

**b. Property Inspections** – Larry Lathe was notified of the Association repairs that are needed.

**6. Committee Reports:**

**a. Architectural** – Motion - made by C. Overly, seconded by J. Pelch and adopted 4-0 to approve the application from 8843 WGD to replace outdoor light fixtures.

**b. Landscape** – The two Cherry trees in the Villa I Square (common element) where removed. Committee recommended planting on one Red Bud tree between to two removed trees. Motion - made by R. Vogel, seconded by C. Overly and adopted 4-0 to approve up recommendation.

- c. **Parking and Traffic** – Nothing to report.
- d. **Social** – Nothing to report.
- e. **Maintenance** – Nothing to report.

**7. Old Business:**

- a. **Reserve Study** – Motion - made by J. Pelch, seconded by R. Vogel and adopted 4-0 to approve the final version of the Reserve Study. President will be posting on the Villa I website along with the approved 2020 Budget. D. Perin will provide an introduction to the Reserve Study that will include an Executive Summary of the study.
- b. **2020 Draft Budget** – The budget is scheduled to be finalized at the Board Work Session on 9/17/2019, approved at the Board Meeting on 10/1/2019, and mailed out to all Villa I homeowners on 10/4/2019.
- c. **Landscaping & Snow Removal Contract** – Motion – made by J. Pelch, seconded by R. Vogel and adopted 4-0 to approve the vendor AMG for 2020 and 2021. Landscaping chair requested that the contact option to provide regular watering of annual plantings be declined. The landscaping committee will take over this responsibility.
- d. **Foundation Crack Repairs** – below is a summary of the crack repairs that have been reported and their status.
  - i. **8741 WWW** – The reimbursement for damages was processed and mailed to the homeowner.
  - ii. **8706 WWW** – Structa-Bond is repairing the leak in the foundation wall.

**8. New Business:**

- a. **3-Trunk Birch Tree at 8889** – The tree trunks are leaning close to homeowner properties and the bark is shedding and clogging up a community storm drain. Motion - made by J. Pelch, seconded by R. Vogel and adopted 4-0 for the association to remove the leaning tree trunks for community safety reasons. The homeowners involved will be notified.
- b. **Homeowner units with Bagworms** – The Landscaping chair will survey the neighborhood to identify trees infected with bagworms. Letters will be sent out to those impacted homeowners.

- c. **Unapproved Front Yard Changes** – An email notice was sent to all residents explaining the Architectural Request process and requesting homeowners that already made changes to their property or are planning a change to submit their request.
  
- c. **Annual Meeting 11/05/2019** – Notices will be sent out by WPM requesting nominations for the one open Board seat.

**9. Open Forum for Unit Owners** – Nothing Reported

**10. Adjournment** at 8:34 PM

Upcoming meetings: Work Session 09/17/2019 & General 10/01/2019

Prepared by Charlie Overly – Board Secretary

Approved: *Charlie Overly*

Signed: 10/01/2019