

C.C. Villas Homeowners Association  
Board of Directors  
Board Meeting  
08/10/2011  
6 :30 P.M.

**Present:** Board Members present included Pete Witzemann (presiding), Peggy Puckett, Don Carlson, and Grady Griffith. Daryl Leeper, was excused. Also attending: CinDee Utley (manager), 5 condo owners: Jensen, Beasley, Graham, Kester, Gross.

**Minutes of the July meeting** were not available (secretary was absent). When available they will be posted on the website.

**Financial Report:** Puckett reviewed the July financials reporting that the collective balance in the bank accounts at the end of the month was \$87,105.54 and the resulting Asset Balance on the Balance sheet was \$147,169.33 Liabilities totaled \$5,258.33 for a total equity balance of \$141,911. **Motion made to accept financials/motion passed.**

**Manager's Report:** CinDee summarized the activities for the month. New fence sections have been treated with penefin. Basin has inspected roof on bldgs 12, 14, 17A . B&B Sweeping replaced some missing gravel. San Juan Landscaping removed dead shrubs and replaced several but not all and replaced some sprinklers on the north side of the pool with a different more effective style. Continue effort to update all resident profiles. CinDee reported that the black plastic needs to be replaced with an alternative material or simply trimmed off the roots of the trees as it becomes visible. B&R submitted bid to refurbish the bathhouse (\$1,578) Puckett moved to accept the bid.. **Motion passed.** Keith construction submitted bid of \$6,600 for a standard repair on Bldg 15 as a "model" for trim repair on entire complex. Pool cover bids are being researched. Pot Luck was suggested. Discussion resulted in the scheduling of a gathering at the pool on Sept. 24<sup>th</sup> at 4pm. Grill will be available for anyone interested in bringing meat to prepare. Puckett will add the notice to the Sept statements.

**Old Business:**

- a) **Hot Tub ..** Raindrops quoted \$21,000 for a 88" octagonal tub. Tub seats 4 to 5 people and is 36" deep. CinDee will follow up to find out what is required to install by contacting electrician, plumber and carpenter.
- b) **Rain damage .. all repairs of record** have been completed except 8A. Mgr was instructed to schedule that repair. Owner will pay for any additional painting.
- c) **Bids from Basin Roofing have** been submitted for repairs to 17A and 18A. **Motion made and passed to accept bid.** Suggestion was made that CinDee schedule a walk thru of 15A since it is vacant so often and could have ceiling damage that no one is aware of.
- d) **Manager was asked to start creating a CALENDAR OF SCHED MAINT ITEMS.** The calendar should include monthly, quarterly and annual items.

**New Business:**

- a) **All new Fence sections** have been treated.
- b) **Trees and shrubs** have been removed as needed and several replaced.
- c) **Pest Control** of trees and shrubs... completed.

**Discussion from the floor: Owner of 4A** submitted dwngs for patio cover. **Construction was approved by board.** Manager was asked to get a bid for sealing parking lot or sweeping it. She was also instructed to have the concrete heaving around 6A and 7D patched to avoid accidents. Puckett mailed Newsletter to all owners or agents to remind them that they are to have contractors check in with Manager before working on roof tops. Suggestion was made that Swamp coolers should be serviced by reputable companies with worker's comp insurance. Suggestion was made that manager/board should consider contacting local plumbing companies for bulk pricing on winterizing a/c units in order to control the potential damage to roof tiles. Owners would be offered a discount by participating in program.

Carlson asked if we could address the issue of non-working water valves by completing a project to identify those that need to be replaced. Information from the floor indicated that the ones near Bldg 1, 10 and 14 probably work; the one near bldg 16 probably does not work; the one near 4 and 6 are also in question. Carlson also asked that Manager talk to those individual who are parking diesel pickups next to the bldgs (especially 14). Complaints are being received that fumes are trapped between the bldgs when vehicles are being started and warmed up. Signage might be a solution if problem continues.

**Suggestion for 2012 budget:**

- a) **Auto shut off and timer for exhaust in bathroom.**
- b) Mowing include trimming of shrubs instead of leaving that on the managers list of duties.**

Meeting was adjourned at 7:55 pm

**Next meeting scheduled for September 7<sup>th</sup> at 6:30 pm at CCV complex near pool.**

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Prepared by .. Secretary/Treas/Peggy Puckett

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Presiding Officer .. Pete Witzemann