



Woodlands of Chatterton Village Homeowners Association Board of Directors

Minutes • Wednesday, June 20, 2012

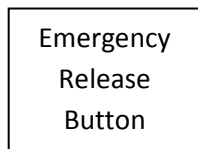
7:00 – 9:00pm

- **Meeting called to order at 7:05 pm**
- **Roll call- Present: Pat, Keith, Judy, Jason, Kim (KC Properties)**
Absent: Annette
- **Adoption of agenda- Approved**
- **Review of minutes of preceding meeting: approved**
- **Open Forum**
 - Co-owner received violation regarding red landscape bricks along sidewalk. Safety issue, purpose is to keep kids from riding their bikes through there especially when he is backing out of his garage.
 - Approved only temporary placement of bricks until Association looks at alternative path between WOCV and the Village.
 - Co-owner responded to neighbor complaint regarding AC unit damage below her balcony and has followed up with restitution to the neighbor.
 - Neighbor (not present) submitted a drawing of a deflector for review, siting design defect in the balconies.
 - Installation of a deflector was not approved because it would not only be unsightly, but could cause other unforeseen problems such as nesting areas for bees, hornets, birds etc.
 - Co-owner has offered satisfactory restitution and aware now of the cause, states it will not happen again.
 - KC Property to provide co-owner with information regarding deck responsibility and deck insurance.
- **Reports of officers / management company**
 - President - none
 - Vice President - none
 - Treasurer
 - Expenditure Tracking
 - Water/Electric - Over budget
 - Bldg maintenance and repair - over budget due to water leak repairs this past winter.
 - Reserves: \$101,278 – reduced due to Incore payments (“c” unit leak and window leak multi-unit project)
 - Operating Checking: \$4,690
 - KC Property – Work Orders, Inspections, Management Report
 - 2011/2012 Major water leak in 11 units
 - KC Property sent letter to Pulte showing just cause for warranty coverage on faulty installation, waiting on reply from Pulte.
 - T&M Asphalt - Warranty work to begin 2nd week of August.
 - Start notification campaign now, emails and signboard. KC to follow-up with letters just before. All cars must be moved or will be towed. Consider vacations, or if you work later in the day.
 - G&G Grounds update

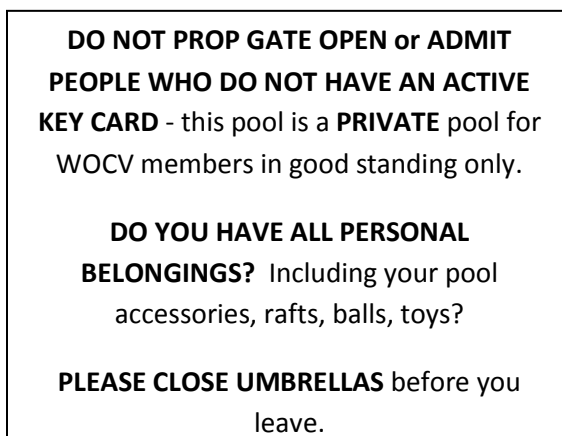
- Irrigation
 - KC Property to forward report sent by Matt.
- Topsoil and overseed - 90% complete in complex. Waiting on irrigation fix to repair Geddes/Beck area.
- Shrub Replacement to begin Monday, June 25th
- Shrub trimming to begin Thursday, June 21st
- Backflow check of irrigation system located in the black doors of each building is a required maintenance procedure that should be performed every 3-5 years. Add to next year's budget. (Approx cost plus any repair \$3,000)
- Community Standards
 - Information drive update – will launch Tuesday, June 26th.
 - Approved gift cards totaling \$200 for raffle
 - Email newsletter going out to announce drive
- Clubhouse Committee Update - Improving PayPal to make it easier for renters.
- Social Committee Update - none
- Neighborhood Watch Committee Update - Bob Burrows related an incident that involved two people posing as AT&T workers came to his door around 8 pm one evening claiming to be working in the area. **Bob called AT&T and they confirmed that these people were not AT&T workers.** AT&T workers will always have identification badges, uniforms and be driving an AT&T utility truck. Be aware that these people may be working our neighborhood.

- **New business**

- Loss of Pool and clubhouse privilege ruling approved:
 - Any account balance over 30 days delinquent will result in loss of Pool and Clubhouse privilege. KC Property to send letter to co-owner and renter if applicable.
- Pool Signs
 - (1) Above Emergency Release Button - 5" x 5" square Red Lettering



- Gate sign facing pool: Black lettering - Size appropriate for capital letters to be 1" tall, not to exceed 24" W X 26" L



- Rubber Mats for Pool restrooms:
 - Approved 2 runners, 6 ft long - KC Property to order.
- A-frame: purchase new letters
 - Approved purchase of new A-frame package including letters
 - Keep old A-frame for back-up
- Pool key Update: Some keycards are active at times, then not active, KC to check log
- Chatterton Square:
 - Three community panel update: Next available proposed meeting dates Thursday, July 5th or Wednesday, July 11th. KC to contact communities and advise
- Reserve Study Keith/Jason report on comparison quotes
 - Keith motioned to approve the Birmingham group, \$2500 for a comprehensive 20 year outlook. All approved.
- Annual/Maintenance - Exterior Painting and Caulking
 - 2012 - 3 bldgs (#15-16-17) - COMPLETE - KC to walk project before approving final payment.
 - 2013 - 4 bldgs (#7-9-10-11)
 - 2014 - 4 bldgs (#12-13-14-18)
- Annual/Maintenance-Desired
 - Clubhouse Carpet - delayed
 - Sidewalk Repair - delayed
 - Tree Trimming street trees - delayed
 - KC Property to identify street trees that may be dead and get estimates for removal.
 - Mulch - delayed
- **Old business**
 - Drainage Phase II Update
 - "B" Units on Front side of Bldgs need completion
 - 47523 Ormskirk - Patio needs to be repoured - Need estimate
 - KC Property waiting on estimate.
 - Odd Jobs for High School Student Update
 - Approved reconnecting downspouts, Pat to show Austin how.
 - Approved the purchase of a recoil downspout on B units where signs of extreme erosion are found. KC Property to identify.
- **Upcoming meetings/events**
 - **Next HOA Meeting July 18, 2012**

Adjourned: 10:09 pm