

MVHOA Board of Directors Meeting #100 on 8-14-2023

The meeting was called to order at 9:00 a.m. at the Palazzo. Present were President Margaret Jacobson, Treasurer Ginger Sorenson, Secretary Sharon Gittleman and At-Large Director Peggy Mudd. Directors Randy Mudd and Linda Phillips were absent and excused. Vice President Dan Suter resigned on August 10.

Summary of Inter-Meeting Business (June 20 through August 13, 2023):

- Minutes from the June 20 Board Meeting were approved and distributed on June 24 and posted on our website the same day.
- A revised permit application was submitted on behalf of the HOA by the Secretary on June 25, after considerable effort on the part of four Board members and help from a couple of other Owners to acquire consent signatures from all Owners bordering the fence line in lieu of submitting permit applications from each Townhome Owner, as the City was requesting. The revised application was subsequently denied again on June 28, without explanation.
- An email on behalf of the Board was sent by the Secretary June 28 to the Pasco City Manager and District 4 Councilman seeking assistance with the permit approval and an explanation as to why this situation was different than that in 2015 when the southern wood fence was replaced with a masonry wall. The permit was subsequently approved the next morning.
- Notices were distributed to our affected Owners and the Broadmoor Estates owners on the other side of our existing fence that work would begin July 3 to tear down the fence in anticipation of receiving the permit paperwork by July 5 or 6. Unfortunately, although the HOA's check for the Permit Fee was sent to the City June 29, it took the City's Building and Inspections Department until July 11 to issue the actual Permit so the masonry could proceed.
- On July 12, the Board approved via email vote the Treasurer's request to sign the 2023 audit and tax preparation contract for \$2,800.
- On July 25, the Secretary issued an email blast reminding online Owners using Celski's online portal for automated dues payments that Appfolio's new service fee would take effect at the end of the month. We suggested Owners use their own financial institution's bill payer system if they want to have automated payments but avoid the service fee from Appfolio.
- On July 27 the Secretary issued an updated Owner Directory to the Board.

Reports:

a) CC&R Enforcement

- Issues at 6004 Mia with pet tethering, a makeshift pet fence extended into the grass, and loose dogs that had been menacing neighbors several units down the street were all resolved.
- A notice was sent to the Owner of 9808 Vincenzo on July 25 regarding the severe lawn damage from the renters' dog and items improperly stored on the patio. The Owner promptly satisfactorily addressed these matters with the tenants and will repair the lawn.

- The Board discussed the fact that recent situations involving extended parking of RVs in driveways turned out to have reasonable explanations: one was using a utility trailer to move belongings out, the other was an inadvertent misstep when its owners were suddenly called out of town. Sharon presented a proposed new door tag regarding RV parking rules that allows the RV owner to explain the circumstances for the apparent violation before the HOA takes further action. The Board approved the new tag.
ACTION: Sharon will get the new tags printed and distributed to Board members.
- In the meantime, a utility trailer is once again in the driveway of 6010 Mia, along with sawhorses, various construction tools and the garbage can, all of which should be stored in the garage. These have been in the driveway and courtyard for several days. A large pile of household goods and furniture has also been stacked in the driveway of 9313 Vincenzo for a few days.
ACTIONS: Sharon will send notices to both Owners to find out what's going on and why.
- The Board also discussed the ongoing problem with our pet waste bag dispensers. One Owner had just sent in photos of a bag thief who does not live in Mediterranean Villas, an issue we really can't do anything about. Directors also know many who do live here use the dispensers as their sole source of bags. The Board agreed that from now on, the dispensers will only be filled once a month. If they get emptied in the interim, so be it.
ACTION: Sharon will reiterate the need for pet owners to supply their own bags once again in the next newsletter.

b) Finances

- Delinquencies are down. A letter sent to an Owner falling in arrears did some good in getting her to pay down some of her delinquency.
- A motion was made, duly seconded, and unanimously approved to accept the June 2023 financial, balance-sheet and budget reports.
- Ginger will draft a 2024 Budget for Board members to review prior to our next meeting.
ACTION: Ginger.

c) ACC

- The block wall is halfway complete. Heritage finally is here today to remove the last batch of trees, plants and shrubs along the property line so Hernandez can continue its work. The project has taken longer than anticipated because Hernandez wound up doing more than its share of such removals and limited availability of a pumper truck needed for the concrete foundation pours.
- One of the resodding spots where trees were removed in the Majestia Park area last year still needs attention. One of the newer trees, which is leaning badly, at the entrance to the park still has not been staked.
ACTION: Ginger will ask Heritage to follow up again.
- Although many of the new plantings suffered shock because they were planted during a period of high temperatures, it appears many of them are starting to recover.
ACTION: The ACC will keep an eye on the new plants.
- There has been no report to the HOA about the fire on the back patio of 6021 Mia. The Board is concerned that the Owner will try to repair the damage himself or hire someone to do so, but any repairs to stucco coating must be done by the HOA's contractors and billed to the

Owner. Board members thought the Owner should have at least contacted his insurance company by now to have a claims adjuster assess the damage.

ACTION: Sharon will send a letter to the Owner on behalf of the Board to find out what's going on so the HOA/ACC can arrange the needed repairs to his place and his neighbor's Townhome at 6019 Mia.

- Once again, Heritage was the only firm that supplied a bid for landscaping work. Ginger provided Board members with the bid prior to the meeting. There were three concerns for the Board: the standard hourly rate for work outside the scope of the contract is not specified; the list of visits on Page 1 of the bid does not jibe at all with the attached matrix numbers (irrigation monitoring, lawn fertilization, pruning, lawn weed control); and the number of irrigation monitoring visits does not allow the twice per week we need. A motion was made to accept the two-year contract for \$11,836/month plus taxes, provided the above concerns of the Board are satisfactorily addressed. The motion was seconded and approved unanimously.
ACTIONS: Ginger will address the deficiencies in the bid with Heritage.
- Kathy McKinney is researching the monument sign issue, and Sharon said she had given Kathy information about our monument contractor and told her that the Stewarts had the pieces that had fallen off the Midland Lane monument. It was noted that particular monument once had a waterfall feature and perhaps the years of moisture exposure had something to do with why the letters came off. Chuck Stewart has offered to re-glue the pieces on the monument and the Board agreed this would be a good thing to do for now.
ACTION: Sharon will advise Kathy to ask Chuck to do so.
- Regarding 2024 projects mentioned at the last Board meeting, Ginger reported that the idea was raised that the parking lot resurfacing might leave out striping as it really doesn't seem to be necessary and would trim the cost of the project. The Board agreed this was a good idea. The other major project will be trim painting in Phase 4.
- Ginger said a 2023 stucco repair list has been developed.

d) RV Storage

- Doug is still working to update the tab renewal information and reports there's no issue with weeds, at the moment.
- The lot is now full, but one space will be open by the end of the month by a renter who moved out in June. The Board was a bit dismayed he had left his 5th wheel in our storage area after moving out and said the landlord should have seen that it, too, was moved out.
ACTION: Sharon will follow up with the landlord to see his former's tenant's RV is removed.
- Sharon reported she updated the RV Storage Agreement form to add space to include the tab renewal date and simplified the fee section at the top of the form. The revised form has been posted on the website.
- With Karene Hill's mother passing, Karene is moving out of Mediterranean Villas. She has promised to provide scans of all the current Storage Agreements. Peggy Mudd has offered to take on the record keeping.
ACTION: Sharon will work with Peggy to explain what's required and transfer the files. Sharon will follow up with Karene as well.

e) Palazzo

Peggy reported no issues. She has been cleaning the Palazzo and checking it after each use.

f) HOA Phone and Email

No issues to report.

g) Rentals

- Sharon reported that the Owner of a rental unit empty for quite some time has finally acquired an acceptable tenant. Documents are expected to be forthcoming soon.
- When she checked on the status of another believed-to-be-empty rental-approved unit, she discovered it was occupied by a tenant with a lease term that began December 2, 2022, but no documentation had ever been submitted. The Owner got his property manager to submit the lease agreement, but the HOA Lease Addendum was never executed. Sharon has twice asked the property manager for this additional document.
ACTION: Sharon will continue to follow up on this.

Old Business

None.

New Business

a) Board Member Assignments

With Dan Suter’s departure, the Board discussed options for covering enforcement issues, so it all doesn’t have to fall back on Margaret and Sharon again. Randy Mudd and Linda Phillips will be asked if they are willing to take this on, with Linda handling east of Midland, and Randy taking west of Midland.

ACTION: Margaret.

b) September Annual Report/Election Preparation

Sharon will draft an Annual Report. October 10 was chosen as the date for the Director election.

ACTION: Sharon.

c) Summer Newsletter

Sharon is drafting a newsletter for the Board’s review.

ACTION: Sharon.

Adjournment

There being no other business before the Board, a motion was made, duly seconded, and approved to adjourn the meeting at 10:15 a.m. The next regularly scheduled meeting will be September 19.

Respectfully submitted,

Sharon Gittleman

Sharon Gittleman
MVHOA Secretary