

# Ashley Downs Homeowner's Association, Inc.

## Board of Trustees Monthly Meeting

April 20, 2021 – 5:00 pm poolside/cabana

### Minutes

1. Call to Order and Certify Quorum: Call to order at 5:03pm. 6 board members present: Anne Marie Shermetaro, Mike Lee, Carly Mitchell, Rich Lyon, Felipe Carneiro, Roger Levasseur, as well as several homeowners and Jeremy Bryant, representative from NES
2. Approval of Minutes: The board didn't have time to review the minutes and will approve them at the next meeting.
3. Reports:
  - a. President- Anne Marie mentioned she is pleased with David and his hard work to improve the community and pointed out the progress that has been made so far: new janitorial service, trim work by Turfco, painting project underway.
  - b. Treasurer – Nothing extensive to report as Ameritech is still gathering and entering in invoices. From what I can see we have plenty of reserves to fulfill all of the upcoming Painting/Pressure washing/Roofs including the tree removal for unit 3472, and the bathroom renovations. All homeowners that are prepaid with Bay Management will transfer over and will show the prepaid balance on their ledgers. If any homeowners want a refund check for prepaids they are welcome to call AmeriTech and they will get it to them.
  - c. Ameri-Tech Managers Report– Fedash/Ameritech: David spoke with the owner of the white painting van that lives in the neighborhood. He will request that he puts a white magnet over his van's signage while parked in the neighborhood since work trucks aren't allowed per HOA rules. Using the specifications for the deck at 3466 to allow other residents to build decks was discussed. Will get those specs and discuss more at next meeting. AquaCal and Ricks pool service have completed minor repairs of flow meters and temperature gauges required from the Health Department Inspection. Pool Works will provide an evaluation of the pool and spa equipment for budgeting and any immediate needs for proper function.
  - d. Legal – Fedash: Most of the HOA's past due accounts are from past due water bills.

### Old Business:

1. Update on painting project –Fedash/Ameritech: The lights on the front of each unit will not be replaced. The painters are not going to paint the Ashley Down's sign since it wasn't included in our original contract. David is getting quotes to have it painted. The patio aluminum frame edging is being damaged by the painter's ladders – Unit 3411 for example. Unit 3405 wants her patio painted, but it has not been done yet. Perimeter Wall along Belcher has been completed along with units 3403-3463 Fox Hunt Drive.
2. Update on landscaping – Fedash/Ameritech: Turfco cleaned the gated area by pool pump, took off 18" from the Hibiscus on the corner of Primrose and Fox Hunt, cleaned the pine needles back from the

sidewalk by the gazebo and by the mailboxes, and cut down the boston fern behind 3463 Primrose as well as sprayed with herbicide.

3. Arch form approvals: 2 architectural approval forms were approved by the board. One for a deck at 3466 Primrose Way and one for windows at 3464 Primrose Way.

#### **New Business:**

1. Roof project – Fedash/Ameritech: David is working on getting quotes for the roof project from Done Rite, The Roofing Company, Urethane Roofing, Munyan and Kontos. He recently received the exact specifications from The Roofing Company. He will have them at the next meeting.
2. Pool bath renovations – Fedash/Shermetaro: David provided the board with a proposal from Terry Ellias Inc to renovate the pool bathrooms—Men’s Room for \$1,85.79 and the Women’s Room for \$1,465.79. The board has requested another quote to have the work done so we have something to compare it to.
3. Update on towing policy and procedures: A new towing contract has been signed preventing A-1 Towing from being able to patrol the neighborhood and tow cars at random. They now must have approval before they tow.
4. New Website for Ashley Downs: ashleydownshoa.com is up and running for residents to use. It includes important documents, project notices, board of directors, and work order request forms.
5. Water Meter Reading: Jeremy Bryant from National Exemption Service was present and able to answer resident questions about the new water meter reading service. There will be a \$3 per unit billing fee, initial account setup fee of \$5, and a meter reader fee of \$75 billed to the owners equally. NES will contact past due residents, notify them of their outstanding balances, and give them 30 days to pay without incurring a late payment. Anne Marie made the motion to hire NES as our new water meter reading company. Carly seconded. The vote was unanimous. The board has a 90day out to cancel service.
6. Driveway Issues 3472: David provided several proposals to have the oak tree removed and the concrete driveway re-done. The board unanimously voted to accept JD Concrete’s proposal of \$7,500 to demo and pour both driveways and Andy’s tree service proposal of \$1,100 plus the cost of a permit to remove the tree and grind the stump. There is also an oak tree in front of 3418 and 3416 that needs to be addressed and possibly removed in the near future as well as 3454.
7. Tree Trimming Bids: David provided the board with several tree trimming bids. The board will discuss and decide how to proceed at the next meeting.
8. Maintenance budget for David: The board unanimously agreed to allow David a maintenance budget of \$500 to maintain the property without needing board approval
9. Re-painting the Handicap parking spots: Nail re-painted 3 of the handicap parking spots last Saturday and residents have already been using them and appreciate the extra parking.

10. Asphalt Sealcoating – Tabled for next meeting

11. Dog waste issues – David will post a friendly reminder to all residents to pick up their dog’s waste. It was mentioned that if you see someone not being responsible for their pet and picking up the waste, to say something to them.

12. Rules and regulations update – Tabled for next meeting

13. Gutter Cleaning – The board approve Al Leach painting to clean the gutters of each building before they paint. Some neighbors were not satisfied having to wait for their gutters to be cleaned. David will get other proposals for gutter cleaning and see if it can be done before the buildings are painted.

14. Neighborhood Garage Sale – Tabled for next meeting

15. Cable Contract – Tabled for next meeting

**Announcement:** Next Meeting is .....pm

**Adjourn:** 6:44pm