

Villas at the Country Club

Minutes of Meeting of the Management Committee Held at 3:00 pm, Wednesday, Mar 5, 2025

Welcome

Scott Houston, Chairman

1. **Note committee members and property Manager representatives in attendance and confirm that a quorum is present to formally transact the business of the HOA:**
 - a. Scott Houston, President; Benjamin Young, Treasurer and Secretary, Ken White, Charles Stewart. Rich Wells, TPM. Phil Bryson and Benjamin Woods.
2. **Review and approve the minutes of the January 8, 2025, Management Committee Meetings.**
3. **Welcome new Management Committee Member, Charles Stewart. Announce new Sub-Committee assignments and members.**
4. **Sub-committee topics and updates:** (Scott)
 - a. **HOA Governance and Legal Matters:** (Gordon)
 - i. **ByLaws and CCR's:**
 1. Selection and engagement of a law firm to re-draft the HOA's current Bylaws & CC&Rs.
 - ii. **Starling litigation:**
 1. No change from the previous update to the community; the lawsuit is processed through regular channels.
 - b. **Property Maintenance Matters:** (Ken)
 - i. Update on the pool heater replacement.
 1. Has not yet been replaced, Spa heater was replaced cost was about \$7,000. The pool heater will probably need to be replaced in the next year or two.
 - ii. Revisit the Maintenance Request and work-order status system. Various members continue in inquire about how to report maintenance matters.
 1. If an owner goes to <https://www.tpmhoa.com/villas-at-the-country-club/> and clicks the green button labeled "HOA Portal – Make a payment or Submit a Maintenance ticket" then log into the portal. Then click Service Issues, then click "Add Service Issue."
 - iii. Confirm whether the property manager reviewed the final EV station installation for #104-N.

1. Rich confirmed this was complete and that he inspected it and there were no issues.

c. Capital Projects Matters: **(Ken/Rich/Ben)**

- i. Confirm whether the scope and expected cost of the central courtyard deck project have been finalized and work scheduled, (including garage entry concrete repairs and any transition concrete or decorative deck work needed near main entries).
 1. Ben and Rich will meet on Friday (March 7 at 1:30 pm) to solidify the scope of the project and select a bid.
- ii. Confirm whether the scope and expected cost of the stucco repair projects, bids, and timing are now complete and scheduled.
 1. Ben and Rich will meet on Friday (March 7 at 1:30 pm) to solidify the scope of the project and select a bid.
- iii. Report on the status of the south building updates.
 1. The carpet and the sconces have been ordered and should be arriving this week. On the first floor, there will be a carpet/rug that is 10 feet which will protect the carpet.

d. Financial Matters: **(Ben/Rich)**

- i. Monthly financial report (Rich)
 1. Motion was made to transfer the Transfer Fee Income into the Reserve Account. Approved unanimously.
- ii. Status report on the new reserve study (Ben)
 1. There was a discussion about conducting the reserve study internally. It was suggested that by utilizing a 3rd party the HOA is much more defensible.
- iii. Update on the reserve account move to KeyBank. (Scott)
 1. Scott will email Ben offline to make this happen.

e. Reserve Deficit: (Charles/Ben)

- i. Status of the initiative to secure a vendor to update our reserve study
- ii. Discussion around the approach and alternatives to resolve the reserve account deficit
 1. Involving the Community
 - a. Charles has been approached by several community members. The \$750 dues have been raised as a sticking point for those who want to sell their units.
 - b. Jim Osborn, Tamara Dursteller, Gene Wicks, and Craig Fowler are all willing to serve on the committee.
 2. Questions from some residents about recent HOA fee increases that were effective 1 March 2025.
 - a. Charles would like to reduce the monthly fee to \$550 and do a special assessment of \$2,400 or \$200 per month as a one-time assessment.

f. Community Comment:

- i. Ben Wood – As a seller if there is an undisclosed deficit you may be subject to liability. Also, if you conduct a survey of HOAs you will see that \$700 HOA fee is not exorbitant.
- ii. Phil Bryson – Estimates are hard to do. This community has the expertise to calculate the numbers, but not to estimate useful lives and costs. Let's find out what the maximum amount that the community can pay and make that the dues.