

HOA Board Meeting Minutes

Date: May 10, 2025

Time: 10:00 AM

1. Call to Order

The meeting was called to order at **10:01 AM**.

2. Attendance

Board Members Present:

- Amber Watkins
 - Michael Prunty
 - Adrienne Prunty
 - Paul Davidson
 - John Rankin
 - Tharen Leesch (absent)
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3. New Business

A. Election of Officers

- John nominated that all current officer positions remain the same.
- Seconded by Adrienne.
- **Motion carried.**

B. Violation Report – Case VIO25-005

- A Level 1 violation letter was previously sent to the homeowner.
- Homeowner removed some, but not all, non-compliant items.
- Michael motioned to issue a **Level 2 fine** for non-compliance.
- Seconded by Paul.
- John abstained.
- **Motion carried.**
- President will draft and send a letter in accordance with violation policy.

C. Meeting Schedule

- Proposal to move meetings to **every other month**, on the **second Saturday at 10:00 AM**.
- Board agreed. Special meetings may still be called as needed.
- Items can be decided via email when necessary.
- **Next meeting scheduled for July 12 at 10:00 AM at Paul's residence.**

4. Officer Reports

A. Vice President (Paul)

- No updates beyond what was shared at the annual meeting.
- No confirmation received from Rick regarding incomplete work.
- Paul received a negative email from a homeowner, which will be kept on file.
- Mowing will resume next week on the usual **Friday schedule**.

B. Treasurer

- **Bank fees for VIO25-006** have been resolved.
- **Annual dues late fee for VIO25-003** remains unpaid.
- A letter was sent to the homeowner notifying them of the outstanding fee.

C. Secretary / ACC Director

- Spring Landscaping Plan reviewed by the board.
 - An email will be sent to the community highlighting expectations.
 - **Addition:** Include a note to **remove growth in rock beds** in the last paragraph of the email.
 - Michael will distribute the email to all homeowners.
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5. Open Forum

- Discussion on enforcement: If homeowners do not respond to violation notices, the board may consider **hiring someone to perform necessary work** and **back charging the homeowner**. This was raised as a potential policy discussion for the future.
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6. Old Business

- None.
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7. Adjournment

- Motion to adjourn by Michael, seconded by John.
- **Meeting adjourned at 10:30 AM.**



Proactive Spring Landscaping Plan

Led by the Architectural Control Committee (ACC)

Goal: Enhance and maintain community aesthetics through organized seasonal landscaping improvements and homeowner engagement.

1. Purpose & Scope

- a. Ensure consistent and attractive landscaping throughout the community.
- b. Identify and address aesthetic issues proactively (vs. responding to complaints).
- c. Support residents in maintaining compliance with ACC landscaping standards.

2. Key Focus Areas

- a. **Common Areas:** Entryways, medians, parks, signage areas.
- b. **Private Lots:** Visible front yards, flower beds, lawns, hedges, trees, and grass/weeds in rocks.

3. ACC Action Steps

Task	Description	Timeline
Community Landscape Audit	Walk-through inspections by ACC or designees to assess general conditions	Week 1
Resident Reminder Notice	Send out seasonal landscape guidelines and aesthetic expectations. Include compliance deadlines and helpful Tips	Week 1
Follow-Up Inspections	Friendly rechecks of properties not meeting standards with gentle reminders	Week 4