

## MINUTES SUBJECT TO NEXT BOARD MEETING APPROVAL

*Date:* October 18, 2012  
*Place:* Parker Senior Center  
*Attendees:* President – Dave McKnab – Present  
Vice President – Larry Poffenberger – Present  
Treasurer – Jim Whitis – Present  
Secretary – Sue Leonard -- Present  
Member at Large – Britain Weise – Not Present  
Property Manager – Laura Williams – Present

### **Minutes of Town and Country Village Homeowners Association, Inc.**

#### **1. Call to Order**

Meeting called to order at 7:00 PM by Dave McKnab

#### **2. Approval of Minutes**

The minutes from the September 2012 Board Meeting were approved as presented.

#### **3. Financial**

Dave reported that the current financial reports were available at the front table.

#### **4. Homeowner Communication**

One homeowner suggested that the Architectural Control Walker be authorized to leave preprinted violations letters at the residences she/he noted to be in violation of HOA rules instead of waiting and mailing violation notifications to the owners of the property. The homeowner stated that she thinks the violations would be corrected much faster and would avoid postage expenses. She noted that in the summer time, there are 3 main areas of violation involving 1) air conditioners, 2) screens missing, and 3) the new temporary screens.

Laura Williams stated that she believes that the HOA bylaws stipulate that the violation notices must be mailed but she promised to look into the matter.

#### **5. Old Business**

##### **A. Paint 2012 Project**

1. Town & Country Village HOA consists of 83 residential and 7 non-residential structures. Currently, 40 residential structures consisting of 271 units and 2 non-residential structures have been painted. Preparation and painting of an additional 3 residential structures consisting of 20 units will be completed soon. Once painted, the Paint 2012 Project will be approximately **56.5%** completed. Weather events and the need for hail damage assessments affected both carpentry repairs and painting operations causing project delays and work stoppages lasting approximately 34 workdays.
2. Town & Country Village HOA is still waiting to receive claim status information from American Family Insurance (AMFAM) relating to the need for a supplemental paint claim assessment as 19 structures were freshly painted prior to the hail event on June 6<sup>th</sup>. This assessment needs to address concerns regarding both paint manufacturer & paint workmanship 10-year warranties. These warranties appear to be in jeopardy, as the recently applied paint did not have proper time to cure & adhere to the structure substrates when the hail event occurred. Paint takes approximately 30 - 45 days to fully cure & adhere to substrates it is applied to. If hail damaged during this cure period, proper paint bonding is affected. It is possible these 19 structures may require an additional coat of paint on south & east facing exposures in addition to hail damage paint repairs being performed on horizontal surfaces so the warranties will remain unaffected.

Additional work notification postings will be provided to inform HOA residents when work will be performed on affected residences.

Joe Sandoval, American Family Insurance Agent stated that the claim status adjustment statement discussing the repainting of the south and east sides of the buildings damaged by the hail storm will be done in one to two weeks at the end of October.

3. The AMFAM hail damage assessment indicates substantial roof damage also. Roofing operations have begun. Although originally scheduled to follow the painting schedule, roofing began on those structures that were painted after the June 6, 2012 hail event. To date, the following structures had roof replacement: BF10808, SW10806, SL19820, FW10792, BF10820, FW10752, FW10760, FW10740 & FW10772 are completed with the exception of some gutter/downspout work. Again, roof work postings will be provided to all homeowners & residents explaining when work is scheduled and will include parking limitations, if any, due to needed construction access.
4. As mentioned previously at the last HOA board meeting, all contractors involved with carpentry, painting & roofing are using industry approved safety measures and exercising precautions during all work actions. We ask all homeowners and residents to help these contractors prevent damage to your exterior personal property by removing items such as but not limited to: patio lounge chairs, tables, planters or any item that could be damaged in the event of accidental falling construction materials or painting operations. Access to your units' exterior surfaces is needed by these contractors to perform their work and include: entryway doors, backyards and sheds exterior surfaces. In this period, there were two instances where limited contractor access to perform work have caused work delays. Please remove all items to include: BBQ's, trash containers, planters or other obstacles away from these exterior surfaces. CertaPro Painting, Western Venture, Tennant Roofing and the Town & Country Village HOA will not be responsible for damage to any personal or private property not properly secured during the time of work performance. **Please ensure your backyard is clear of hazards such as debris and dog excrement if present.** **The HOA is also concerned about unsupervised children playing around construction areas and asks all parents to supervise and limit their children's exposure in those areas for the sake of safety.**
5. Again, Town & Country Village HOA board members, Laura Williams, Ed Dlugokecki and all contractors realize the temporary inconveniences these projects may cause and wishes to thank all homeowners and residents for their cooperation, help and understanding.

#### **B. Concrete Work**

1. Recently, several HOA concrete projects were successfully performed in the Applewood Court area.

#### **C. Pool Winterization**

1. Town & Country Village HOA's pool was winterized & covered.

#### **B. Landscaping Project**

There is no current update for this project.

### **6. New Business**

#### **A. SW10851 Complaint**

The Board reviewed the complaint and pictures submitted by the homeowners regarding their neighbors at 10849 Summerset Way. After discussing the issue, the Board voted to accept the letter written by the HOA Manager as the solution to the issue.

**B. SW10845 Door Replacement Request**

The Board discussed the door replacement request submitted by the homeowners at 10845 Summerset Way. The by-laws which govern the HOA state that all front doors must be of like style and kind. Therefore, the Board voted to deny the door replacement request because the door did not meet the requirements stated in the HOA documents.

- C. After a brief discussion of policies concerning renters, the Board plans to discuss policies for renters at the November Board meeting.

**7. Open Forum**

None.

Meeting adjourned at 8:20 PM. The next Board meeting will be November 15, 2012 at 7 PM at the Parker Senior Center.