

**Marston Shores Homeowners Association**  
**Minutes**  
**July 21, 2021**

The regular monthly meeting of the Marston Shores Homeowners' Association was held on Jul 21, 2021. Board members present were Mike Sims, Michele Salisbury, Margaret Clarke, Rick Wilkinson and Deb Bullard. Brian Reid represented Management & Maintenance, Inc. Homeowners present were Jim Carpenter, Tina Garcia, Freddie Templeton and Pat White.

Mike Sims called the meeting to order at 3:04 p.m. and welcomed the owners to the meeting.

The Board reviewed the May 2021 minutes. Wilkinson motioned to approve the minutes with one noted change; Bullard seconded; vote was unanimous.

**COMMITTEE REPORTS**

**Architectural Control Committee**

The Board reviewed two requests that were requested last month, but not addressed due to the meeting being the Annual Meeting.

The owners of units 1, 3, 4, 5 and 6 requested security doors/gates double patio gates and window guards. They will be black, with plain bar designs with polished brass knobs. The ACC recommended approval as submitted. Salisbury motioned to approve; Wilkinson seconded; vote was unanimous.

The owner of 33 requested to replace rock and vinca with tulips and other bulbs in front of the home. The ACC recommended approval since it is not in the dry zone near the building. Deb Bullard, the owner of 34, requested the plantings be contained on 33's side of the common area. Deb prefers the pots she is currently using. She talked to the neighbor about the limitation. Wilkinson motioned to approve the request with Mrs. Bullard's exclusion, Salisbury seconded; vote was unanimous.

The owner of 17 submitted a request for an updated set of steps. These steps were designed by Insight Engineering, Inc. The ACC recommended approving the steps as presented with the following conditions: (1) the existing red paver "steps" are removed; (2) a portion of the 18-inch tall landscape wall capstone and blocks will be removed for a width of 48 inches adjacent to the building foundation.; (3) compaction of structural fill will be as recommended by the manufacturer; (4) the new steps should have three six-inch risers with two 24-inch tread depth stones each for a total of 48 inches wide with color to most closely match the existing landscaping wall; (5) the step blocks should be set and installed per manufacturer's specifications by a factory trained installer; (6) the Restrictive Covenant endorsement should be signed. Wilkinson motioned to approve with the noted parameters; Bullard seconded; vote was unanimous. The Board explained the standard Restrictive Covenant will not be signed, because the agreement that was created during mediation covered the same parameters. Jim Carpenter was upset the owner was allowed to install the steps without getting permission before the work was done and did not sign the Restrictive Covenant endorsement. The Board agreed changes like this need approval before they are done, but this was done without

permission, so the Board followed the legal steps to get the restrictions they felt needed to be in place to cover the Association from a liability issue. The RCE was not signed because the agreement signed as a result of mediation covered all the requirements that were in the RCE.

### **Decks**

The Board walked with Tim from TNT. He is providing bids for the upper back deck of 29, and the front decks of 37 and 39. Several railings are being bid as well.

### **Maintenance**

The back decks from 1 to 21 need to be painted. Several others were missed and will be painted as well. The issues with the gutters at 7 have been resolved.

### **Landscaping**

The Grounds Committee will be walking with SavaTree next week to look at the trees this year. The HOA does not have the funds to do all the recommendations made by SavaTree.

Pat White said the iris plants by her house were not removed but tucked under the rocks. Michelle noticed this as well and is working with the contractor to get the plants removed.

The grounds contractor will be meeting with the Board to determine how to configure sprinklers and bark or rocks around the new sign, and to finalize the location.

### **FINANCIAL STATEMENTS**

The Association ended April 2021 with \$126,282.37. Rick asked why the money market shows a negative balance. There is also a payment that was for legal fees that was credited incorrectly – Brian will get that fixed. Brian said the transfer to pay the bills was not recorded yet. He will get adjusted and send out the financials again to the Board. The HOA is operating with a deficit due to the legal fees incurred to resolve the legal matter.

### **NEW BUSINESS**

The roof at 6 was replaced several years back; the replacement flat roofs at 23/24 and the repair of the valley at 43 were completed last month. The Board approved the repair of the flat roof on 5. Salisbury motioned; Bullard seconded; vote was unanimous. There are repairs needed for the roof at 38. It is similar to the roof issue at 43 – the cost should be less than \$1,000.00. The repair was approved. Wilkinson motioned; Clarke seconded; vote was unanimous.

The cement bid was reviewed. The HOA does not have funds to make all the repairs. The Board approved the replacement sections for the driveways at 33, 40, 41, 42, and 44, and a section of sidewalk at 34. They also approved the caulking of the driveways at 32 and 39. Michelle asked if her driveway could be caulked as well. Total costs for 2021 will be \$9,892.97. Salisbury motioned to approve; Clarke seconded; vote was unanimous.

There was a bid to install a lilac bush where the tree was removed at 42. The grounds contractor bid a large lilac. The Board would like something smaller, not something that

gets six to twelve feet tall. Brian will talk with the contractor and get his thoughts on the type of lilac that will get four or five feet tall.

The Board elected officers. Mike Sims agreed to remain President, Michele Salisbury agreed to remain Vice President and Deb Bullard agreed to become Treasurer. Brian will get new signature cards to remove Jean McDonald and add Mike Sims and Deb Bullard.

**OWNERS FORUM.**

There was no owners forum.

There being no further business, the meeting was adjourned at 5:08 p.m.

Respectfully submitted,  
Brian Reid, Managing Agent