

**Lake Ridge Villas North at Fleming Island Plantation  
Condominium Association, Inc.  
Board of Directors Meeting  
Saturday, August 12, 2017**

**Minutes**

The meeting was called to order at 8:22 a.m., at the Amenity Center located at 2300 Town Center Blvd., by Dan Steller. A quorum was established.

**Present:** Dan Steller and Kim Summers; Kathy Melton represented The CAM Team.

**Excused:** Donna Isley

**Homeowners Present:** Leonard & Patricia Reaven, Steve Leslie, and Claudia Koza.

**Open Forum:**

The floor was opened up prior to the start of the meeting as Kim Summers was running late due to a family emergency.

A homeowner asked that the Board check in to cleaning the windows periodically, especially those on the second story. He also inquired as to whether the Board had considered holding community events for residents. He also asked why the meetings are held so early on the weekend. A red truck has not been moved from the community parking spaces.

A homeowner expressed concern about the condition of the island outside the gate. There are tall weeds in this area, and the junipers are in bad shape. The area between the sidewalk and the Splash Park needs attention, as well.

A homeowner shared that the landscaping services are getting worse. On their last visit, BrightView mowed her area and the shrubs were trimmed. The clippings were not cleaned up. The workers do not trench cut around the trees or beds, and the flower beds have not been weeded in a long time. The Board requested that a walk-through be scheduled with BrightView.

The location of the speed bump at the entrance near the stop sign was discussed. Several residents felt that it should have been placed before the stop sign. A suggestion was made to consider adding an additional speed bump.

**Minutes**

Kim Summers made a motion to waive the reading and to approve the July 8, 2017 Board of Directors meeting minutes as written. Dan Steller seconded. None opposed and the motion carried.

**Financial Report – July 31, 2017**

The July 31, 2017 financials were emailed to the Board in advance of the meeting. The balances as of July 31, 2017 were:

Popular Operating Account	\$ 252,855.46
Popular Reserve Account	\$ 842,900.02
CAB Reserves - CDARS	<u>\$ 307,547.26</u>
<b>Total</b>	<b>\$1,403,302.74</b>



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### **Collections Report:**

- Eleven units are currently with LM Funding (one is in bankruptcy).
- Twenty-nine (29) past due statements were sent out on August 11<sup>th</sup>.
- Accounts are reviewed monthly to see if LMF letters need to be sent.
- There have been two (2) new owners since the July meeting. The bank took an additional unit through foreclosure (the unit is with LM Funding).

### **Property Updates:**

- Unit 5103 – Leister Construction has completed repairs to the garage door and stucco that were damaged by a vehicle.
- Units 5404 & 4304 – The door at Unit 5404 has been replaced, and the door at Unit 4304 will be replaced Thursday morning.
- Unit 5706 – Work was completed to remediate water intrusion by a window. The drywall has been repaired. Several issues at the garage were also addressed.
- Unit 4906 – The rear door was replaced by JaxHandyman, and the hose bibb was repaired.
- Unit 1604 – Handyman Vince repaired wood rot on the rear door jamb and the bottom of the garage door frame.
- Three proposals were received from Handyman Vince to replace rear doors due to wood rot.
  - Unit 5004 - \$962.51
  - Unit 5303 - \$962.51
  - Unit 903 - \$350.00 (door only, no frame needed)

A motion was made by Dan Steller to approve the proposals. Kim Summers seconded. None opposed and the motion carried.

- Unit 1801 has wood rot on the right garage door buck. This area has been repaired before. The Board asked that Leister Construction be contacted to determine if there is a water intrusion issue behind the stucco.
- Unit 5706 – A proposal was received from BrightView to install plants in the rear mulched area - \$752.00. The Board initially tabled the proposal, but later voted to approve the proposal.
- An irrigation inspection was completed by BrightView. A proposal for repairs was received - \$736.00. A motion was made by Kim Summers to approve the proposal. Dan Steller seconded. None opposed and the motion carried.
- The fronts and backs of the buildings have been walked.

### **Old Business:**

- Roofs/Storm Damage/Insurance
  - The attorney (Larry Bache with Merlin Law Group) has the case and is moving forward. Engineers will be onsite starting August 17<sup>th</sup> to assess roof damage. An engineer and assistants from Structural Engineering and Inspections will be present, along with representatives from Roof Leak Detection and Disaster Consulting Services (DCS).
  - DCS Continues to address roof leaks and gutter issues as calls are received. Temporary repairs/tarps are being done as needed.
- Gutters
  - Clarification of the quotes was requested after the last meeting. Both vendors are quoting for twelve (12) downspouts per building.
  - Two quotes were received to install elbows and extensions on the gutters:
    - AA Gutter Services - \$300.00 per building (\$500.00 per building if flex spout is used)
    - JaxHandyman - \$400.00 per building (if 10 buildings are awarded at a time)

A sample of the flex spout will be requested. The Board is considering having a building done as a test. The downspouts will need to be anchored in front to make sure that the water goes on the driveway. After discussion, the Board tabled the proposals.

- Happy Bags
  - The bags have been received from Logo Xpress.
  - Inserts are being finalized so that everything can be printed.
  - Hanging tags have been received. The Board asked that the hanging tags be sent out separately from the Happy Bags.
  - Happy Bags are to be distributed as soon as possible.
- Mail Kiosk – Concrete
  - Three quotes were received to put concrete in the grass area in front of the second mail kiosk:
    - JaxHandyman - \$1,400.00
    - Leister Construction - \$2,350.00
    - Suggs Concrete - \$1,250.00

A motion was made by Dan Steller to approve the quote from Suggs Concrete. Kim Summers seconded. None opposed and the motion carried.

- Compactor
  - A recent issue with the cylinders caused the compactor to be removed from the community for repairs. A roll off was put at the entrance. Should the compactor need to be repaired offsite in the future, two large roll offs will be placed on the property; one at the front and one in the back by the townhomes.
  - A brand new compactor has been ordered by Republic Services and will be delivered in approximately six (6) weeks. The Board asked that the compactor be fitted with the door in the rear.
  - A copy of the typical maintenance schedule for the compactor was provided to the Board. Management will continue to request that the unit be lubricated at least quarterly.
- Cameras
  - The cameras are in good working order.
  - A quote was received from Matthews Technologies to add a tag camera to the entrance side - \$1,803.97. Another “view” will have to be eliminated so that this can be accomplished. Additional wiring is necessary as there is currently wiring available for one camera on the entrance side.

The Board tabled the proposal.

**New Business: None**

The next meeting is scheduled for Saturday, September 9<sup>th</sup>, at 8:00 a.m. Kathy Melton will be at a conference in California for the scheduled October budget meeting. The Board will consider moving the meeting to the week before or the week after the scheduled October 14, 2017 date.

### **Adjournment**

All business being completed, Dan Steller made a motion to adjourn the meeting. Kim Summers seconded. None opposed and the meeting was adjourned at 9:24 a.m.