

**Lake Ridge Villas North at Fleming Island Plantation
Condominium Association, Inc.
Board of Directors Meeting
Splash Park
1510 Calming Water Drive
Fleming Island, Florida
July 14, 2010 – 5:30 P.M.**

Present:

President John Herzberg
Secretary/Treasurer Sharon Tillis

Absent:

Donna Isley

Also Present:

Gwen Joyce Community Association Manager, Severn Trent Services
Several Residents

1. CALLING OF ROLL & CERTIFYING A QUORUM

Ms. Joyce called the meeting to order at 5:30 P.M.
Attendance was taken and a quorum was established.

2. PROOF OF NOTICE OF MEETING

The notice of the meeting was posted on the mailbox kiosks and on a sign at the entrance. It was not published on the website.

3. APPROVAL OF MINUTES –MAY 20, 2010 & JUNE 17, 2010 MINUTES

The June 17, 2010 minutes were not completed in time for this meeting

A motion was made by Sharon Tillis, seconded by John Herzberg to approve the May 20, 2010 minutes as amended; with all in favor, the motion carried.

4. MANAGER'S REPORT/FINANCIALS

Ms. Joyce reviewed the Manager's report.

June 2010 Financials

Total Income: \$52,919.41
Total Expenses: \$51,251.53
Net Income: \$ 1,667.88

2010 Year to Date Financials

Total Income: \$312,735.97
Total Expenses: \$323,437.37
Net Loss: \$ (10,701.40)

• **Delinquency Report**

There were 84 delinquencies totaling \$198,237.11, which was \$3,910.76 more than last month's total.

Mr. Herzberg questioned why there was a VA owner and why this has not been handled by the Attorney. Ms. Joyce believes this is because the Finance Department needs direction on how to proceed on accounts listed with the Attorney. The BOD decided to place liens on a case by case basis. Mr. Herzberg recalled the BOD wanted the Attorney to push the ones that had longer delinquencies. Ms. Joyce will check on this

Ms. Tillis questioned whether the Wayne Automatic monitoring system took the place of the AT&T phone number for monitoring. Ms. Joyce confirmed this was the case and waited for the AT&T bill so she could cancel the AT&T phone. There were some credits from the previous monitoring, which was applied to the account. Ms. Tillis questioned two payments made to AT&T for \$134.68 and another for \$136.61. Ms. Joyce noted that there is a gate charge from the phone company and one for the fire alarm monitoring. The AT&T phone was cancelled as of July 13.

• **Unit 5101**

The appraisal came in lower than the purchase contract so the Realtor had to go back to the first mortgage and second mortgage holders to see if they would sell the unit for the appraised value, which was less than our purchase contract. On July 12, the Realtor got both banks to approve. They now want to close on this unit by the end of the month. They are asking the Board to revise the settlement to show that the \$2,000 payoff was approved if they closed by July 31.

The Realtor explained that the buyer is an FHA buyer and they can close on this unit with help so the association can stay FHA approved. As of now, Building 51 is FHA approved. If this unit does not close and it goes into foreclosure, FHA will review this building off of their approved lists.

Mr. Herzberg did not have a problem with this because it was beyond their control.

A motion was made by John Herzberg, seconded by Sharon Tillis to revise the settlement to show that the \$2,000 payoff for Unit 5101 was approved if it closes by July 31; with all in favor, the motion carried.

Severn Trent Management Services

Severn Trent's Finance Department needs direction on how to proceed on accounts listed with the Attorney and have liens recorded and whether the BOD wishes to pursue lien foreclosure or some other collection method such as AR Resources.

Mr. Herzberg recommended using AR Resources for six months and then re-evaluate.

A motion was made by Sharon Tillis, seconded by John Herzberg to use AR Resources to collect on delinquent accounts for six months and then re-evaluate; with all in favor, the motion carried.

The owner of Unit 601 is requesting that the BOD waive the fee of \$5.54 from her account for a certified letter sent out as a first communication for a violation on her chain link fence. Ms. Tillis noted that the chain link fence was a gross violation.

Ms. Joyce reviewed the governing documents, which state that under the violation process, the first letter is sent to the owner by certified mail.

Mr. Herzberg directed Ms. Joyce to send a letter to the owner by regular mail addressing the decision made by the BOD with a copy of the violation process.

Based on the above, this request was denied by the BOD.

- **Owner Concerns**

The following are concerns from residents who contacted STMS since the last meeting:

- A resident would like the BOD to consider putting up white fence panels at end units so they have the same privacy on their patios as the interior units.
 - The BOD requested that Ms. Joyce find out the cost of the fence and installation.
 - It was noted that the builder installed fence panels for several units, but not end units.
 - Ms. Joyce suggested that this item be budgeted in next year's budget.
- There were a couple of resident complaints about a unit owner storing garbage on their patio and porch
 - Ms. Joyce reported that several certified letters were sent to the owner as this is addressed in the governing documents and they were due to go before the Fining Committee.

- **Reserve Study**

Ms. Joyce received the following bids:

- Dreux Isaacs bid \$4,000 for a first time Reserve Study with an optional first year for a fee of \$600.

Severn Trent Management Services

- Reserve Advisors bid \$5,000 for a first time reserve study with an optional insurance advisory service for \$1,600.

Mr. Herzberg supported doing this, but there were no funds for it at this time. *There was BOD consensus to table this matter.*

- **Hurricane Shutters**

If the BOD has decided upon a hurricane shutter, the residents can purchase them and a plan for them to follow. Mr. Herzberg suggested that the residents think about the type of hurricane shutters they would like. *There was BOD consensus to table this matter.*

- **Landscaping**

Ms. Joyce received some bids.

Ms. Tillis noted that there were various areas around Fleming Island Plantation such as the restaurant and the apartments where there were patches of grass and areas in need of edging. There is shrubbery and a mulch bed with weeds at the restaurant entrance. She was not impressed with the condition of the landscaping, even though there were some improvements. Some areas need to be investigated because there are still weed concerns, which is part of the landscaping contract.

Mr. Herzberg acknowledged that the BOD members are looking at different areas at different times independently.

- **Fire Safety and Monitoring**

Plaques: A new State Statute requires all condos with light frame trusses and flooring to have a Maltese cross plaque secured to them with letters denoting such.

At least 90 plaques are needed to help bring the condominium complex into compliance. STMS is buying the plaques in bulk for all of the condominiums they manage from Buchanan Signs in Jacksonville for \$10 per plaque. This is a significant savings from what FL Truss ID charges, which is \$17.80 per plaque. A few more than 90 plaques may be needed for compliance, depending on the placement of the building in relation to the road. Some buildings that have a side facing the street may require four plaques instead of two. STMS would like permission to purchase the necessary amount to bring the buildings into compliance with the law.

A motion was made by John Herzberg, seconded by Sharon Tillis to authorize STMS to purchase the required amount of plaques from Buchanan Signs for \$10 per plaque; with all in favor, the motion carried.

Ms. Joyce will speak to Mr. Gary Franco regarding installation of the plaques.

- **REC Committee**

Ms. Joyce reported the following:

- A mailing went out to formally notify owners about the Rules Enforcement Committee being established. It explained that the Committee will put into motion the fining process as outlined in the LRVN governing documents and Florida Statute 718.
- The REC is scheduled to meet on Thursday, July 22, 2010 at 5:30 P.M.
- Certified letters have been sent to owners as outlined in the Association Documents.
- The Board will be sent an REC Agenda.
- Mr. Scott Heath would like to be reinstated to serve on the REC.
 - Mr. Herzberg questioned why Mr. Heath was removed.
 - Ms. Joyce explained that the BOD decreased the number of members at the last meeting. However, several members never responded to emails, but Mr. Heath did respond about his intent to serve.
 - With Mr. Heath, there will now be four members.

A motion was made by John Herzberg, seconded by Sharon Tillis to reinstate Mr. Scott Heath to the Rules Enforcement Committee; with all in favor, the motion carried.

- **Maintenance**

Ms. Joyce reported the following:

- Mr. Gary Franco started a punch list.
- A list of owners who need to replace their screens and porch lights is being processed. Since it is a violation for the owners not to maintain them, she questioned whether the BOD wanted her to send out a reminder to the residents.
 - Ms. Tillis supported sending out a letter to make the residents aware that maintenance of the screen and porch lights are their responsibility.
 - Ms. Joyce indicated that some owners had patio lights while others had porch lights.
 - Mr. Herzberg raised concern that the HOA would be responsible for installing the lights if they sent out letters.
 - Ms. Joyce explained that it was the owner's responsibility to install the lights, but this letter would remind them of their responsibility and address where they could purchase the lights.
 - *There was consensus from the BOD to authorize Ms. Joyce to send a letter to the owners of units that were on the punch list by first class mail giving them information on where to purchase the lights, which they could either install themselves or contact Mr. Gary Franco within 30 days.*

5. DIRECTOR OLD BUSINESS

a. Landscaping

This item was discussed earlier.

b. Doggie Stations

Ms. Joyce reported that the two doggie stations from petwasteeliminator.com were delivered and need to be installed. Mr. Herzberg noted that one will be installed between the grassy area between Buildings 21 and 16 and the other between Buildings 26 and 28.

6. DIRECTOR NEW BUSINESS

a. Parking

There were no new issues.

7. OPEN FORUM

A resident inquired about the status of the Palm Trees in front of the units as they were blocking the building numbers. Mr. Herzberg requested that Ms. Joyce speak to Dream Finders about removing the six or seven palms in front of the units where the trees block the numbers and replace them with small shrubs or bushes.

A resident questioned whether they could have a concrete pad and screen in their patios. Mr. Herzberg believed this could be done in the future, but they need to come up with a standard plan. Ms. Joyce suggested contacting Screen Works for an estimate. The BOD would have to come up with a plan, which would need to be approved by the Master HOA. Mr. Herzberg reminded the owners that they would probably need to assess each owner for the installation of the pad and screen and maintenance as the owners did not own their patio. Ms. Joyce believes that this would be a massive undertaking.

Mr. Don Gillespie from Unit 4603 requested that the caulking around his unit be redone as soon as possible.

Someone suggested putting the Neighborhood Watch program on the next agenda.

8. NEXT BOARD MEETING

The next meeting is scheduled for August 19, 2010 at 5:30 P.M. at Splash Park.

10. ADJOURNMENT

With there being no further business to come before the Board,

On MOTION by John Herzberg seconded by Sharon Tillis to adjourn the meeting at 6:35 P.M.; with all in favor, the motion carried.

Gwen Joyce, Community Association Manager
Severn Trent Property Management
For Lake Ridge Villas North Condominium Association