

**Lake Ridge Villas North at Fleming Island Plantation
Condominium Association, Inc.
Board of Directors Meeting
Splash Park
1510 Calming Water Drive
Orange Park, Florida
August 19, 2010 – 5:30 P.M.**

Present:

President	John Herzberg
Vice President	Donna Isley
Secretary/Treasurer	Sharon Tillis

Also Present:

Gwen Joyce	Community Association Manager, Severn Trent Services
Mark McGuigan	Dream Finders Homes Representative
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.

3. OPEN FORUM

Mr. James Wiggins, a Supervisor on the Fleming Island CDD Board addressed the HOA Board regarding the following:

- He is running for re-election for his current seat in November and appreciated support from the HOA Board for the upcoming election. He invited the HOA Board to review his bio information on the Clay County website.
- Explained the responsibilities of the CDD, which was for maintenance of common areas and satisfying the bond and noted the actions that the CDD Board has taken such as changing the time for opening the pool from 10:00 A.M. to 9:00 A.M., hiring an off-duty Clay County Police Officer to monitor the Amenity Center in the evening and closing the front gate for a certain period of time to curtail overnight parking.

- The CDD Board was currently in the process of adopting the FY 2011 budget, which if passed, will have a reduction in the maintenance assessment from \$595 to \$575.
- Meetings are held on the last Tuesday of every month at 6:00 P.M.

The following questions were asked:

- *Will the flowers outside of the gates be maintained by the CDD as they need to be replaced?*
 - Mr. Wiggins confirmed that the flowers were maintained by the CDD, but are only replaced twice a year.
- *How can residents access the dock in Margaret's Walk since their gates are now closed 24/7?*
 - Mr. Wiggins noted that there was access on the side of the community or through the main gate by contacting the Amenity Center and/or Mr. Don Christofoli, the Chair of the MW HOA.
- *Is the CDD responsible for maintaining foreclosures?*
 - Mr. Wiggins explained that foreclosures were being maintained by the Master HOA Association and were not affecting property taxes.

Mr. Wiggins thanked the HOA Board for allowing him the chance to speak.

- A resident asked for the status of the partitions at the end of the buildings.
 - Ms. Joyce confirmed that the partitions would be included in next year's budget.
 - Mr. Herzberg indicated that the HOA Board was researching this matter in terms of the cost, but were not in the position at this time to address them. If the residents wanted to pay for them, they could put another assessment on the tax roll as the cost was more than \$6,000.
 - Ms. Joyce suggested waiting until construction was complete so the Reserve Study could include them.

Mr. Mark McGuigan, a representative of Dream Finders Homes reported that sales of their homes have been phenomenal and they cannot keep up with demand.

The following concerns were addressed with Mr. McGuigan:

- *Concrete trucks entering the community early in the morning.*
 - Mr. McGuigan confirmed that he informed his contractors that they could not start construction until 7:00 A.M.
- *The running of heavy equipment last weekend after 9:00 P.M.*
 - Mr. McGuigan explained that a piece of machinery had flipped over in the middle of the roadway in one subdivision and they needed to operate it in order to move it.

- *Displaying blue and white signs in front of sold units, which was not permitted in Fleming Island.*
 - Mr. McGuigan apologized for displaying so many signs and offered to remove some of them. Ms. Joyce gave approval for Mr. McGuigan to display model home signs.

Mr. Herzberg questioned the amount of units sold. Mr. McGuigan indicated that there will be 39 buildings total. Buildings 15, 19 and 20 have closed and have CO's while buildings 32 and 33 were under contract. They originally planned to have six mailbox kiosks per unit and they reduced that number to five as they are now going to have 14 less units. Ms. Joyce noted that some of the buildings were town homes, like buildings 32 and 33, which were under a separate association by Chapter 720 of the Florida Statutes and the existing mailbox kiosks were for the condos.

A resident addressed nails in her tires from the construction. Mr. McGuigan pointed out that they have magnets on the front of their machines that are supposed to pick up loose nails.

There being no further discussion, the open forum was closed.

4. APPROVAL OF MINUTES – JUNE 17, 2010 & July 14,2010

June 17, 2010 Minutes

There not being any corrections to the minutes,

A motion was made by Sharon Tillis, seconded by Donna Isley to approve the June 17, 2010 and July 14, 2010 minutes; with all in favor, the motion carried.

5. MANAGER'S REPORT/FINANCIALS

Ms. Joyce reviewed the Manager's report.

July 2010 Financials

Total Income: \$53,565.96
Total Expenses: \$47,912.12
Net Income: \$ 5,653.84

2010 Year to Date Financials

Total Income: \$366,301.93
Total Expenses: \$371,349.49
Net Loss: \$ (5,047.56)

Delinquency Report

There were 79 delinquencies totaling \$198,413.70, which was \$176.59 more than last month's total.

Unit 5101

Unit 5101 has closed and the \$2,000 payoff was accepted.

AR Resources

The Contingency Collection Agreement from AR Resources needs to be signed in order to move forward on the delinquency collections as mentioned and approved at last month's meeting.

Budget Workshop and Budget Meeting

The Budget Workshop is scheduled for 5:30 P.M. on Thursday, September 16, 2010. The Budget meeting is scheduled for 5:30 P.M. on Thursday, October 14, 2010.

Annual Meeting/Election

The Annual Meeting/Election is scheduled for Thursday, October 21, 2010 at 5:00 P.M. The first notices have been sent to the printer for processing and mailing.

Owner Concerns

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

- Landscapers using the water and leaning on the air conditioner of a unit.
- Noise from construction at night and on weekends.
- Roaming cats.
- Several owners in the new buildings called about Austin Outdoor not mowing their grass. There was a communication problem between the builder and Austin Outdoor about who was to maintain the building's grounds. ST contacted both parties and everyone is on the same page now. The building is being maintained by Austin Outdoor.
- Palm trees are blocking unit numbers on several buildings. ACE supplied the Association with a list of unit numbers. A suggestion was to relocate the palms and plant a lower growing shrub in its place.
- ST received phone call about a neighbor storing their grill and miscellaneous objects in their driveway and using the driveway as a recreational area.
- The owner with the ceiling fan on the porch contacted ST and requested that the BOD allow her to keep the ceiling fan as they smoke on their porch and it helps to dissipate the smoke.
 - Mr. Herzberg clarified that this was an owner in Building 29 who removed the existing light and installed a ceiling fan.
 - It was the consensus of the BOD for Ms. Joyce to inform the owner that smoking was not permitted in this building.

- The new owner of 306 replaced the section of the garage door that was damaged by the previous owner. She requested that the Association paint the garage door.
 - Mr. Herzberg confirmed that the garage door was damaged and that the new owner should be responsible for the repair since she purchased the unit in this condition.
 - Ms. Isley believes that the previous owner should have repaired it.
 - Ms. Joyce indicated that it was the Association's responsibility to maintain and paint garage doors, however an owner was responsible if incurred the damage.
 - Ms. Tillis does not want to set a precedent.
 - After further discussion, there was consensus from the BOD for Ms. Joyce to provide the owner with the contact information for Mr. Gary Franco.

- The owner of 306 also has a lot of damage on the stucco from where a vine had been growing when the previous owner lived in the unit. It is uncertain if it was a plant that a unit owner installed or a weed. The plant is no longer there so there is no way to tell. She is requesting that the Association repair the damage. There is quite a bit of damage so a patch will not be sufficient. The entire panel will need to be redone. ST asked Mr. Gary Franco to obtain bids for the repair.
 - Mr. Herzberg confirmed that there was no weed or plant.
 - Ms. Tillis believes that the previous owner had a chalice or trellis.
 - There was consensus from the BOD for the Association to pay for the repair.

Landscaping

Ms. Joyce reported the following:

- Austin Outdoor just completed the installation of annuals outside the entrance at no cost to the Association. Ms. Joyce will review the contract to see whether the monthly charge from Austin Outdoor will increase if they charge per building.

- Landscape Bids - Update.
 - Valley Crest offered to reduce their pricing and offer the same maintenance services at \$83,400, which is a reduction of \$9,984 from their initial bid. Within the price that they would like to include for the mulching of the property. This would bring the monthly expense to approximately \$6,950. Additionally, they would like to offer an enhancement credit of \$5,000 to any improvement on the property for irrigation upgrades, bed redesign or plantings or perhaps re-sodding in areas that the community feels would be most beneficial.

- It appears that the builder is not installing as many plants around the new building as a cost saving measure. He is turning over the buildings with few plants in the plant beds. While this will be lower maintenance for the Association, it appears somewhat sparse. ST feels that the BOD should be aware of the fact that there are fewer plants.

- Austin Outdoor would like to know if the plant list and prices they provided recently is okay or whether the Board would like to have something else.

- Mr. Herzberg recalled the BOD discussing this at the last meeting and deciding that they wanted information on where they plants would be installed and why those particular plants were appropriate for those areas since previous plants had died.
- Ms. Joyce will follow-up.

Mr. McGuigan reported that Austin Outdoor informed him that they were using the wrong size heads as they wanted them to use six inch heads instead of four inch heads.

Hurricane Shutters

Ms. Joyce provided some information to the BOD about Fabric-Shield storm panels, which has the Florida Building Code product approval. It is translucent and will allow diffused natural light in the home and appears to be attractive and easy to install. If the BOD approves this style shutter, it would satisfy the Chapter 718 requirement, but the BOD may also add or make changes to the Association's shutter plan, if necessary.

Ms. Tillis questioned whether the shutters have to be professional installed. Ms. Joyce noted that the product came with installation instructions, but the declarations state that any improvements made to the buildings by owners must be done by a professional contractor.

Mr. Herzberg expressed concern about the installation of shutters above the first floor.

An owner questioned whether there was a requirement for units to have hurricane shutters. Mr. Herzberg confirmed that it was a requirement for the BOD to offer hurricane shutters to the owners, but not for owners to purchase them.

Ms. Joyce suggested that the BOD review the information and discuss further at the next meeting.

DirecTV

ST obtained the MDU Right of Entry Agreement and reviewed it with the DirecTV. ST is currently verifying whether LRN is able to permit DirecTV to have the ROE or if Comcast has the ROE and would permit DirecTV access. ST would like permission to send the agreement to the Attorney for review upon verification of the ROE.

Ms. Isley noted that the builder did not give the ROE to any specific company.

There was consensus from the BOD for Ms. Joyce to verify the ROE before providing to the Attorney for review.

REC Committee

The REC met on Thursday, July 22, 2010 at 5:30 P.M. Three owners were on the agenda; one for garbage stored on the porch and two for satellite dishes, one on the roof and another on a pole in front of the unit. The owner who stored garbage on their porch started to comply before the meeting. The Committee elected to waive the fine as long as there was no repeat violation. The two owners with the non-compliant dishes were fined \$100 each and ordered them to remove the dishes. They were notified that any repairs for damages would be charged to them.

Maintenance

Ms. Joyce reported the following:

- Several areas in the community are having drainage issues because the grass is clogging the pipe. This is being addressed on a case by case basis.
- Mr. Gary Franco is in the process of working to get Home Depot to stock the coach lights for the garages so owners have a convenient place to obtain replacements. She has not sent any violation letters out because she was waiting for Mr. Franco to find a place to purchase the lights from.
- Within the past months many units had garage door bucks repaired and painted. Buildings have been sealed and painted.

6. DIRECTOR OLD BUSINESS

a. Landscaping

Mr. Herzberg reported that he contacted a resident of Point Meadows Place COA who was positive about Brickman regarding their contract and performance, although they mentioned that every three to four years they seem to change landscape companies. The first three to four years, the landscaping looks good and then it goes downhill. The companies he contacted had not charmed him as their costs were higher than what they were currently paying.

Ms. Tillis commented that since the BOD has been monitoring them closely, the quality of work from Austin Outdoor has improved. However, it should be the responsibility of every owner to contact Austin Outdoor when something needs to be done. Ms. Joyce noted that owners should email her as she has a good line of community with Austin Outdoor.

Mr. Herzberg noted that Austin Outdoor took the time to come to a meeting and listen to the BOD's concerns as well as walked the property. He believed that they are being responsive as he sent an email to them at 6:30 A.M. to complain about the weeds and when he arrived home from work, the weeds were sprayed. The grass was also starting to come back.

Ms. Joyce questioned whether the BOD wanted a full-service company, not one that subcontracts their irrigation and chemical work out. Austin Outdoor is a full-service company as they have a team on the payroll. She believes that the BOD has more control over Austin Outdoor than a company that sub-contracts out their work. Mr. Herzberg commented that ideally, the BOD wants a full-service contractor, but realistically; such companies would be hard to find.

Mr. Herzberg requested that Ms. Joyce inform Valley Crest that their bid was too high.

Ms. Tillis questioned why Austin Outdoor was mowing every Tuesday as the grass looks terrible by the weekend. Ms. Joyce will request that they move on either Thursday or Friday.

The owner of unit 4603 reported dead grass in front of unit 4602. Mr. Herzberg noted that any dead spots should be addressed. Ms. Joyce directed the resident to fill out an email form on the LRN website, which goes directly to her inbox.

Mr. Herzberg reported that Palm trees were blocking the unit numbers on several buildings. They are trying to figure out what to do with the Palms. He suggested making a deal with the developer to provide them the Palms and receive plants from them in return. McGuigan agreed and will look into the cost to reimburse the community.

b. Neighborhood Watch

This will be discussed at the next meeting.

An owner addressed continuing problems with owners not cleaning up after their dogs. Ms. Joyce directed the owners to contact her by email when this occurs.

c. Doggie Stations

Ms. Joyce reported that the doggie stations from petwasteeliminator.com were installed.

7. DIRECTOR NEW BUSINESS

a. Adjusting Cameras

Ms. Joyce indicated that the BOD has to approve the moving of the cameras. She received an email from ACE Property Cleaning Service suggesting the correct angle of the cameras in order to capture license plates.

A motion was made by Donna Isley, seconded by Sharon Tillis to approve adjustment of the cameras; with all in favor, the motion carried.

8. BUDGET WORKSHOP MEETING – September 16, 2010 at 5:30 P.M.

The budget workshop meeting is scheduled for September 16, 2010 at 5:30 P.M. at Splash Park. A notice will be posted on the mailbox kiosks and the website.

9. ADJOURNMENT

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

On MOTION by Sharon Tillis seconded by John Herzberg to adjourn the meeting at 6:55 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