

**Lake Ridge Villas North at Fleming Island Plantation  
Condominium Association, Inc.  
Board of Directors Meeting  
Saturday, February 13, 2016**

**Minutes**

The meeting was called to order at 8:0 a.m., at the Amenity Center located at 2300 Town Center Blvd., by Donna Isley. A quorum was established.

**Present:** Donna Isley, Dan Steller, and Kim Summers: Kathy Melton represented The CAM Team.

**Minutes**

Kim Summers made a motion to waive the reading and to approve the January 9, 2016 minutes. Donna Isley seconded. None opposed and the motion carried.

**Open Forum:** No homeowners present.

**Financial Report – As of January 31, 2016**

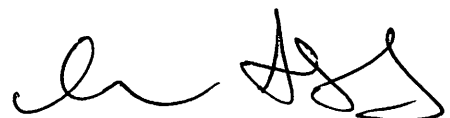
Popular Operating Account	\$ 173,320.78
Popular Reserve Account	\$ 677,346.25
CAB Reserves - CDARS	<u>\$ 306,684.25</u>
<b>Total</b>	<b>\$1,157,351.83</b>

**Collections Report:**

- Thirteen units are currently with LM Funding.
- Statements were mailed out earlier this month. Three homeowners received the LM Funding letter. The Board approved sending these three accounts, and five accounts who previously received the letter, to LM Funding at the end of February if the homeowners do not make arrangements to pay the balance due.
- There have been four (4) new owners since the January meeting.

**Property Updates:**

- Painting of the garage door bucks at Units 5106 and 5406 has been completed.
- Damaged sod letters were sent to seven units. If the areas are not repaired by February 22<sup>nd</sup>, ValleyCrest will be notified to replace the sod and the homeowner's account will be charged.
- A violation walk-through was completed this week. The fronts and backs of all units were inspected. A list of violations was provided to the Board. The most common violation involved placing items, such as grills and pavers, in the common areas.
- A door is broken on one of the parcel boxes at the second mail kiosk. The vendor has been contacted to repair the door.
- New pet waste cans have been received and will be installed on Monday. Handyman Vince will coordinate the installation with Audrey.
- The electric panel at the compactor area will be replaced in the next two weeks - \$679.02.



- The draft audit has been completed. A copy of the Management Representation letter will be sent to Donna Isley for her signature.
- The Comcast check for the “per door” fee has been received.

#### **Old Business:**

- Drainage repairs at Unit 5901 have been completed. A hole was drilled in the front wall, and the downspout has been redirected to the drain box at the rear of the property. Dirt was placed under the sidewalk and new sod was added. Management will follow-up with ValleyCrest for drainage proposals for the area by Units 2906 & 4101 and for Unit 2806.
- Landscape
  - A weeping valve was replaced at Building 49. ValleyCrest notified Management that there is a crushed drain pipe at Unit 4902, and tree roots have grown into the drain pipe for Unit 4903 restricting flow to the emitter. A bid will be requested.
  - All of the crape myrtles will be trimmed by the end of the month.
  - ValleyCrest recommends cleaning around the emitters three times a year with a special tool they have versus using a weed-eater. The cost would be \$370.00 per service. After discussion, the Board opted to have ValleyCrest weed-eat those areas as part of their regular landscape maintenance.
  - The Board approved moving forward with the emitter repairs approved at the last meeting - \$1,118.84.
  - Shrub fertilization will be done next week.
  - Turf fertilization will be done the first week in March.
  - ValleyCrest will be forwarding a bid to add plants to the berm behind the 57 building.
  - ValleyCrest was contacted about the health of the plants in the circle at the walkway to the Splash Park. Fertilization will help bring the plants back to life.
- The emergency stop button for the compactor has been moved. A quote was received from Handyman Vince to repaint the compactor door and to install new signage - \$400.00. Donna Isley made a motion to approve the quote. Kim Summers seconded. None opposed and the motion carried. The Board reviewed the sign proofs. New signs will be ordered.
- The townhomes road paving project was put on hold. A new date has not been scheduled at this time. The project will most likely take place in early March.
- The Lake Ridge Villas North Allowable Decorations Policy (adopted February 15, 2011) was reviewed. Several changes were made to bring the policy in line with the Master Association’s guidelines. The revised version will be approved at the March meeting.

#### **New Business:**

- The exit gate was hit on February 10, 2010 by a vehicle entering through the exit side. A police report has been filed. The vehicle has been seen and the license plate information will be turned over to the Clay County Sheriff’s Office on Monday. The quote to replace the exit gates is \$5,537.50. A revised bid will be requested from The Gate Store to include putting reflective tape on the gates. Kevin Turner with All Access Security will be contacted to adjust camera 6 so that it will capture tags of cars coming into the community through the exit gate. In addition, camera 8 is not working properly and is not providing a clear picture.

- An additional quote was received from The Gate Store to re-weld a section of the entrance gate that has broken loose. Tabled.
- The Board approved modifying the CCSO patrols to include marked vehicles, as well as unmarked ones. The Board has requested that they be added to the distribution list for the officers' reports.
- The Board discussed limiting the number of potted plants that can be placed in the common areas. The matter was tabled and may be reconsidered once the bare areas in the flower beds are filled in with plants.
- A quote was received from Handyman Vince to replace the rotten garage door buck at Unit 1801 - \$375.00. The bid was approved with the condition that the wood behind the area is inspected and that Management is notified if more extensive repairs are needed.
- A quote was received from ValleyCrest to relocate the emitters for Units 2901 & 2902 - \$366.00. A quote was received from Handyman Vince to fill in the areas at the end of the two driveways with concrete - \$600.00. Tabled. A revised bid will be requested from ValleyCrest to reroute the emitters through the curb.

### **Adjournment**

All business being completed, Donna Isley made a motion to adjourn the meeting. Kim Summers seconded. None opposed and the meeting was adjourned at 9:53 a.m.