

**Lake Ridge Villas North at Fleming Island Plantation  
Condominium Association, Inc.  
Board of Directors Meeting  
Saturday, March 11, 2017**

**Minutes**

The meeting was called to order at 8:00 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.  
**Homeowners Present:** Leonard & Patricia Reaven, Richard Blann, Maria Gruezo, Joan Polykarpous, and Julie Dukes.

**Minutes**

Dan Steller made a motion to waive the reading and to approve the February 11, 2017 Board of Directors meeting minutes as written. Kim Summers seconded. None opposed and the motion carried.

**Open Forum**

Richard Blann (Unit 3804) shared concerns about the definition of commercial vehicles, and that signage on vehicles does not necessarily mean it is a commercial vehicle. Dan Steller shared that he has dealt with this issue at the master association level that that they consider a vehicle a commercial vehicle if it has lettering. Mr. Blann discussed towing of vehicles and he recommended moving the mail kiosks to open up additional parking spaces.

Maria Gruezo (Unit 5901) stated that water from the sprinklers is still hitting the windows on the side of her unit (by the compactor).

Joan Polykarpous (Unit 2802) asked if the community would ever be able to get door to door garbage pick-up service.

Patricia Reaven (Unit 5206) shared concerns that the lawns are not being properly fertilized and that she put out grass seed to fill in her lawn. The Board asked that she not do anything further to the common areas.

**Financial Report – As of February 28, 2017**

Popular Operating Account	\$ 246,897.90
Popular Reserve Account	\$ 791,957.03
CAB Reserves - CDARS	<u>\$ 307,315.28</u>
<b>Total</b>	<b>\$1,346,170.21</b>

Management recommended transferring some monies from the Popular Reserve Account, and the surplus funds from the Popular Operating Account, to an ICS (Insured Cash Sweep) account to provide more FDIC protection to the Association's funds. The Board tabled the matter so that the documentation could be reviewed.

**Collections Report:**

- Ten units are currently with LM Funding (one is in bankruptcy).



- Statements will be mailed on Monday. Eight LM Funding letters will be sent. The Board approved turning the units over to LM Funding if payment is not received or payment arrangements are not made by March 24<sup>th</sup>.
- There have been two (2) new owners since the February meeting.

#### Property Updates:

- Unit 5103 – The garage door and stucco was damaged by a vehicle. A bid has been received from Leister Construction for the repairs. The tenant emailed to say that she is turning a claim in to her insurance company (State Farm).
- Unit 1503 – The Board previously approved replacement of the back door, which has wood rot. The door has been ordered and will be installed by Handyman Vince.
- Unit 2102 – The gutter is cracked. Bids were received from JaxHandyman and AA Gutters. Repairs have been put on hold as gutters are part of the Association’s insurance claim. The owner has been notified.
- Unit 5404 – The back door has wood rot. A proposal to replace the door from Handyman Vince was approved - \$962.51.
- A proposal for preventative maintenance to install flashing above all of the rear doors was received from Handyman Vince. There are two doors per building that could possibly need flashing installed. The price per building would be \$125.00, and Handyman Vince is requesting that ten buildings be released at a time. Donna Isley made a motion to approve the proposal for preventative maintenance. Kim Summers seconded. None opposed and the motion carried.
- Audrey Bigilin has the “clean up after your pet” signs.
- The fronts and backs of the buildings have been walked and violation letters have been sent.

#### Old Business:

- Landscaping:
  - A quote was received from BrightView to replace two trees in the island by the townhomes. The options are:
    - Oak – 3 inch - \$2,080.50 or 4 inch - \$2,396.25
    - Magnolia – 45 gallon - \$1,543.26
    - Sycamore – 45 gallon - \$1,328.37
 The Board approved the installation of Sycamore trees.
  - The shrub fertilizer application has been in progress for the past two weeks and will be finished up next week. This is one of two applications that will be done in 2017. The first of four turf fertilizer applications was completed on March 6<sup>th</sup>. Everything will be greening up and blooming over the next thirty days.
  - Work flow maps were provided to the Board showing how the neighborhood is sectioned off to perform mowing and edging, as well as weed treating for beds and concrete and trimming rotations.
  - All of the winter tasks were completed. This included cutbacks, crape myrtle pruning, and plant separation.
  - The Board asked that a leaning tree at Unit 5601 be addressed, and that a holly bush at Unit 2901 be checked.
  - Irrigation repairs approved at the previous meeting were completed.
  - Two proposals have been received for landscaping services in the neighborhood.
    - Total Lawn Care (TLC) - \$7,413 per month plus mulch
    - C.S.S. Landscape - \$8,000 per month including mulch
 The current contract with BrightView Landscape Services is \$6,556 per month including mulch, and it renews at the end of August. The account manager, Randall Holmes, is

responsible for negotiating renewal of the contract. Any increase in pricing is negotiable.

- The landscape enhancement proposal from BrightView to fill in plants in the fronts of buildings (\$11,700) was reviewed. BrightView will guarantee the plants for as long as they have the landscape contract. Dan Steller made a motion to accept the proposal. Donna Isley seconded. None opposed and the motion carried.
  
- **Parking Rules**
  - The approved parking rules were mailed out to all owners and tenants.
  - Parking signs have been installed. A sign was posted in the island outside the gates on the speed bump sign. Two signs were placed in the townhome parking area, and two signs were placed at the large parking area at the northeast corner of the property.
  
- **Roofs/Storm Damage/Insurance**
  - Disaster Consulting Services met with the insurance adjuster and engineer. The claim was denied again as they calculate the loss is less than the deductible. DCS suggests moving forward with the public adjuster process.
  - Notice of Representation paperwork was received from Kevin Burpee with Pride Public Adjusters, Inc. There is no cost to the Association for this representation. Donna Isley signed the agreement.
  
- **AT&T Contract** - The contract to allow AT&T to upgrade their services in the community to fiber has been signed by all parties. The down payment check should be received soon. A site visit will be made by the pre-construction crew in the near future. The Board asked that BrightView be made aware of the project.
  
- **Trash Contract** - The trash contract has been renewed with Republic Services. The new pricing will be reflected on the next monthly bill.
  
- **Gates/Cameras**
  - The insurance claim from the 2/8/2017 gate incident has been approved. The check was authorized to be sent on March 3<sup>rd</sup>, and should be received any day.
  - The new entrance gates were installed yesterday. Reflective tape still needs to be applied.
  - The cable going to the entrance tag camera is corroded from water damage. A proposal was received from All Access Security to replace the cable with a heavier duty cable - \$642.00. Donna Isley made a motion to accept the proposal. Dan Steller seconded. None opposed and the motion carried.

**New Business:**

- Donna Isley shared that there is possibly drug activity by youths carrying backpacks near the retention pond by the Splash Park. Activity seems to occur in the morning around 7 a.m. and in the evening between 5 – 5:30 p.m.

**Adjournment**

All business being completed, Donna Isley made a motion to adjourn the meeting. Dan Steller seconded. None opposed and the meeting was adjourned at 9:18 a.m.