

**Lake Ridge Villas North at Fleming Island Plantation
Condominium Association, Inc.
Board of Directors Budget Meeting
Saturday, October 28, 2017**

Minutes

The meeting was called to order at 8:05 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, CAM and Carla Guzman represented The CAM Team.

Homeowners Present: Larrie Doughfman, Steven Leslie, Joan Polykarpous, and Maria Gruezo.

Minutes

Dan Steller made a motion to waive the reading and to approve the September 16, 2017 Board of Directors meeting minutes as written. Donna Isley seconded. None opposed and the motion carried.

Open Forum:

The grass still has not been replaced in front of the 28 Building. BrightView will be contacted. A homeowner noted that there are divots by a couple of driveways in the community and the grass needs to be replaced. The Board asked that window treatments and blinds be checked on the next walk-through.

A homeowner who asked about the swimming pool schedule was referred to the CDD.

Steve Leslie, Unit 303, reported that the back door threshold at his unit needs to be checked.

Maria Gruezo provided pictures of a broken box and pipe on the side of her unit. JaxHandyman will be contacted to provide a repair proposal.


Financial Report – September 30, 2017

The September 2017 financials were emailed to the Board in advance of the meeting. The balances as of September 30, 2017 were:

Popular Operating Account	\$ 244,633.16
Popular Reserve Account	\$ 863,173.44
CAB Reserves - CDARS	<u>\$ 307,640.79</u>
Total	\$1,415,447.39

Collections Report:

- Eight units are currently with LM Funding (one is in bankruptcy). Two units were released back to the Association last month. Notification was received today that two additional units are being released.
- Past due statements were sent out on October 8th.
- Accounts are reviewed monthly to see if LMF letters need to be sent. Thirteen LMF letters were sent on October 8th. A motion was made by Kim Summers to send the accounts to LM Funding if the homeowner does not contact Management. Donna Isley seconded. None opposed and the motion carried.

11-11-17


- There have been three (3) new owners since the September meeting.

Property Updates:

- Units 5004 & 5303 – The deposit for replacement of the rear doors has been paid to Handyman Vince and the doors have been ordered. Handyman Vince has not responded to phone calls, so Management will continue to follow-up with him.
- Unit 1801 – A proposal was received from Leister Construction to repair the stucco and garage door buck (approximately \$8k). Stonebridge Construction provided a proposal for the repair (\$2,840). A final quote should be received soon from SweetWater Restoration. Tabled.
- Compactor – The new compactor was delivered to the property on October 26th.
- The dog that attacked another dog has been removed from the community.
- Issue with DVR – Scott Westerhold with Matthew Technologies came out to check the DVR as it would not record. There was a problem with the firmware update. The problem resurfaced, so the DVR was reset and this appears to have corrected the problem. If the DVR fails again, the manufacturer will replace it at no cost to the Association. The Board asked that the lighting on the compactor camera and exit tag camera be checked.
- Regular inspections were suspended after Hurricane Irma but will start up again soon.

Old Business:

- **Roofs/Storm Damage/Insurance**
 - The attorney (Larry Bache with Merlin Law Group) has the case and is moving forward. Engineers were onsite August 17th and September 27th – 29th to assess roof damage. The report is due to the attorney in the near future.
 - The Association continues to address roof leaks/damaged gutters as calls are received. Temporary repairs are being done, or a tarp is being placed on the roof, as needed.
- **Gutters**
 - 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)

Dan Steller and Carla Guzman met with David Hawkins from AA Gutters on October 11th to discuss specifications for the project. The revised proposal will be received in time for consideration at the November meeting.
- **Happy Bags**
 - The Board approved the inserts for the Happy Bags. The information will be sent to the printer and a date will be set for distribution of the Happy Bags.
 - The hanging tag mail out will be sent to the printer in early November. A copy of the parking rules will be included. Hanging tags will also be provided to Mario Guevara, CAM for the townhomes.
- **Mail Kiosk – Concrete**
 - Insurance information is being updated for Suggs Concrete so the project can be completed.
 - BrightView will cap the irrigation lines in this area.
- **DeLarm Excavating –** The drainage project behind Buildings 57-58-59 has been completed at a cost of \$9,200.00.

- Security – As of October 1st, Arrow Security has been providing the security patrols on the property. A log in has been provided to the Board so that they can access the reports online.
- The attorney is moving forward with efforts to collect the full amount of shared expenses billed to the townhomes.
- Management will arrange a meeting with a representative from the CDD to discuss irrigation of areas outside the gate.
- The Board approved the proposal from Smith Appraisal Services Inc. to update the insurance appraisal - \$1,500.00. Florida Statute requires an updated insurance replacement cost valuation for the community every three years.

New Business:

- Approval of 2018 Budget
 - Proof of Notice was provided showing that the proposed budget was mailed out to all owners of record in accordance with Florida Statutes and the Association’s documents.
 - A motion was made by Dan Steller to approve the budget as presented. Donna Isley seconded. None opposed and the motion carried. Assessments remain unchanged for 2018.
- Landscape – A landscape proposal comparison spreadsheet was provided to the Board to review. A proposal will be requested from BrightView to remove the old mulch. The Board asked that the crew mark any water shut off valves with a flag when the mulch is raked out.
- 2018 Meeting Schedule – The regular meeting day will be changed to the second Monday of each month starting in January. The meetings will be held at 6:00 p.m. Management will contact the staff at the Amenity Center to see if the Splash Park is available for the meetings.

The next meeting is the Annual Meeting and is scheduled for Saturday, October 11th, at 8:00 a.m.

Adjournment

All business being completed, Dan Steller made a motion to adjourn the meeting. Donna Isley seconded. None opposed and the meeting was adjourned at 9:11 a.m.