

NOTICE
BOARD OF DIRECTORS
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.
MONDAY, DECEMBER 19, 2016
AT THE OFFICES OF KEYS-CALDWELL 1162 INDIAN HILLS BLVD.
9:30 A. M.

Floor Open to Owners' Comments.

1. Call to Order.
2. Proof of Notice of Meeting and Established Quorum.
3. Reading and Approval of Minutes of November 21, 2016.
4. Resignations/Appointments.
 - A. Joe Macarelli Application for the Board position.
5. Review of Financial Report.
6. Correspondence:
7. Committee Reports:
 - A. Irrigation and Buildings.
 1. Sprinkler Heads Throughout the Complex – Digging and Keeping open.
 2. 861 – Irrigation.
 - B. Grounds and By Laws.
 1. 861 – Ligustrum Tree.
 2. Stump Behind 871 to be Ground Down.
 - C. Insurance, Financial and Budget.
 - D. Pool, Pool Area, Pest Control.
 - E. Safety.
 - F. JWHOA Representative's Report.
8. Unfinished Business:
 - A. Electric at Front Island / Electrical Box / Wires entering Bldgs.
 - B. Welcome Packet.
9. New Business:
 - A. Management Contract.
 - B. Remove the Fence at 891.
 - C. Replace Electric Box at 809.
 - D. Comcast Lines not Buried.
 - E. Comcast Line Behind 871 Cut.
 - F. Approve 2017 Budget.
10. Sales/Rental Applications: 809 Sale.
11. Adjournment.

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.
MONDAY, DECEMBER 19, 2016
9:30 A. M.**

Floor Open to Owners' Comments: Owners comments included: electrical issues that are being addressed, increased amounts of mulch, the insurance deductible line item, current water leaks on both sides of the circle, the well reserve, drip line installation, the irrigation schedule, the agreement to change the irrigation schedule so that it doesn't run on trash days.

Present: Clayton Harrington, President, Keith Matthei, Vice President, Lee Snell, Secretary, Jackie Wood for Management, and owners in the audience. Absent: Tim GaNun, Director.

The meeting was called to order by the President, Clayton Harrington, at 9:45 A. M. at the offices of Keys-Caldwell, Inc., 1162 Indian Hills Blvd., a quorum being present. Proof of Notice of Meeting was posted at least forty-eight hours and mailed to all owners of record at least 14 days in advance. All Motions passed at this meeting were unanimously approved by all Directors present, unless otherwise noted.

Reading and Approval of Minutes of Last Meeting: MOTION was made by Keith Matthei and seconded by Tim GaNun to approve the Minutes of the Meeting of October 24, 2016.

MOTION PASSED.

Resignations/Appointments: Joe Macarelli expressed an interest in serving on the Board. The First Notice of the Annual Meeting includes a sheet that will need to be completed and submitted.

REVIEW OF FINANCIAL REPORT: The November Statement of Operations and Assessments was reviewed. The Association is coming in under budget based mostly on the insurance premium reduction.

CORRESPONDENCE: 865 – landscape modification –approved. 861 – concern form – regarding the possibility of a dying tree – the landscape crew has agreed to monitor the tree. 861 – concern form – irrigation not running.

Irrigation and Buildings: Clayton Harrington read Tim GaNun's report, a copy of which is attached and made a part of these original minutes.

- Hank is not responding, the concern is that the sprinkler heads need to continually be dug up and kept open.
- 861 irrigation – covered.

Grounds and Bylaws: Keith Matthei reported the new fake rock at the pool has been installed, the palms have been trimmed, two new trees have been planted and the front island work has

completed. The palm by the pool will be removed and the stump will be ground. The

Ligustrum tree near 861 has been covered under correspondence and the stump behind 871 has been ground down.

Insurance, Financial and Budget: No additional report.

Pool, Pool Area and Pest Control: Lee Snell reported the new fence has been installed around the chemical storage area and there is a new chemical container. A new thermometer has been purchased. Tamas Vincze, one of the paver bids, is not returning calls. Management will make arrangements for a meeting. No pest problems have been reported.

Safety: Lee Snell contacted the Traffic Advisory Board regarding the installation of a street light near the Villas' entrance and was asked to revisit this issue in January, which he will do.

JWHA Representative Report: Clayton Harrington reported that the Master Board is pursuing legal action against an owner behind in violation fees. The 2017 annual master fee was increased to \$350 per lot. Aerators will be installed in some lakes based on a study done of the water quality.

UNFINISHED BUSINESS:

Electric on the Front Island / Electrical Box / Wires Entering the Buildings: The electric on the front island has been completed. The electrical box at 809 belongs to the owner of that unit and the removal of the box will be at the owner's expense. Management was instructed to prepare a letter for the President's approval and signature. The Board will walk the buildings and decide the worst cases and obtain a bid from Venice Electric.

Welcome Packet: MOTION was made by Clayton Harrington and seconded by Lee Snell to adopt the new Resident packet, as presented.

MOTION PASSED.

The new packet will be put on Keys-Caldwell's website and the individual forms will be removed. Copies will be made for the Annual meeting.

NEW BUSINESS:

Management Contract: MOTION was made by Clayton Harrington and seconded by Keith Matthei to not accept the Management proposal submitted by Bill Tedrow.

MOTION PASSED.

Remove Fence at 891: It was the consensus of the Board that the fence behind and belonging to the owners of 891 be removed. Management was instructed to prepare a letter for the President's approval and signature that will be sent to the owners requesting that the fence be removed.

Replace Electric Box at 809: Covered.

Comcast Lines not Buried: Clayton Harrington reported that Comcast representatives were on site to reconnect the line that was broken when the hole was dug for the new tree behind 871, and were asked to bury the remaining exposed lines. Mr. Harrington was told that when the crew came back to bury the newly installed line that they will be asked to bury other exposed lines.

Comcast Line Behind 871 Cut: Covered.

Approval 2017 Budget: MOTION was made by Lee Snell and seconded by Keith Matthei to approve the 2017 budget as mailed to the membership.

MOTION PASSED.

SALES/RENTAL APPLICATIONS:

815 is for sale.

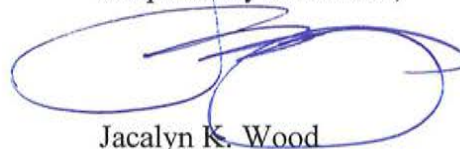
The Board was thanked for their service.

MOTION was made by Clayton Harrington and seconded by Lee Snell that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 10:53 A. M.

Respectfully submitted,



Jacalyn K. Wood
For the Secretary

Irrigation Report

Timothy GaNun

12/19/2016

Repaired and replaced sprinkler heads at: 898,888,894,905,907,801,803,805,807,809

Identified Sprinkler heads, using green flags, where the grass has covered the sprinkler heads at: 905 & 907 and 801 thru 815.

Chronic problem behind 836 – water from sprinkler getting into lanai causing damage. Notified Beechtree of this situation numerous times, has not been corrected as of 12/5/16.

Discovered no water is getting to the sprinkler system in the area of 817 to 825. Notified Beechtree Landscaping, not corrected as of 12/5/16. (response from Beechtree Landscaping seems slow, need to keep on them)

Purchased & Installed Traffic Mirror on the perimeter of front wall - invoice enclosed (\$ 209.89)

JACARANDA COUNTRY CLUB VILLAS

CONDOMINIUM ASSOCIATION, INC.

Managed by KEYS-CALDWELL, INC. 1162 Indian Hills Blvd., Venice FL. 34293
Telephone: (941) 408-8293 Fax: (941) 408-8664 Email: kcweb@keys-caldwell.com

December 5, 2016

RE: Jacaranda Country Club Villas Condominium Association, Inc.
Proposed 2017 Budget

Dear Owner:

There will be a regular meeting of the Board of Directors of **Jacaranda Country Club Villas Condominium Association, Inc.**, to be held on **Monday, December 19, 2016**, at **9:30 A. M.** at the Offices of **Keys-Caldwell, Inc., 1162 Indian Hills Blvd., Venice, FL 34293**. At this meeting your Board of Directors will be considering and voting on the adoption of the 2017 Budget, a copy of which is enclosed.

Sincerely yours,

BOARD OF DIRECTORS

JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.

Enclosures

JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.

2016 ESTIMATED EXPENSES AND APPROVED BUDGET

AND PROPOSED BUDGET FOR THE PERIOD

January 1, 2017 - December 31, 2017

	2016 BUDGET AMOUNT	2016 ESTIMATED	PROPOSED 2017
REVENUES			
4000 Maintenance Fees	\$240,287	\$240,287	\$197,491
4240 Interest Income	\$0	\$21	\$0
4280 Misc. Income	\$0	\$536	\$0
4300 Surplus Carry Forward	\$12,000	\$12,000	\$28,000
Bad Debt	\$0	\$0	\$0
TOTAL	\$252,287	\$252,844	\$225,491
Reserve Income	\$4,512	\$4,512	\$4,110
TOTAL REVENUES	\$256,799	\$257,356	\$229,601
DISBURSEMENTS			
7500 Uncollected Maintenance Fees/Expenses	\$0	\$0	\$0
5010 Legal/Accounting	\$2,000	\$3,500	\$2,000
5020 Management Fees	\$11,908	\$11,908	\$11,908
5100 Administrative	\$2,000	\$1,700	\$2,000
5200.01 Insurance Deductable	\$0	\$1,109	\$0
5200 Insurance	\$161,751	\$109,015	\$129,517
5201 GAB Robbins Insurance Appraisal	\$650	\$1,050	\$550
5202 Hurricane MIT Forms	\$0	\$0	\$0
5300 Division Fees	\$288	\$288	\$288
5310 Licenses/Fees	\$461	\$461	\$461
6000 Maintenance/Repairs General	\$4,500	\$5,380	\$4,500
6000.1 Electrical Feed Upgrade	\$0	\$0	\$5,100
6040 Pest Control Interior	\$3,804	\$3,804	\$3,804
6100.01 Lawn/Shrub/Irrigation Contract	\$38,460	\$38,460	\$39,621
6100.03 Landscape Replacement/Supplies	\$2,000	\$2,000	\$2,000
6100.04 Palm Trees over 15'	\$2,500	\$2,500	\$2,500
6100.05 Misc. Tree Trimming	\$2,000	\$2,000	\$2,000
6100.06 Common Area Mulch	\$2,000	\$2,000	\$2,000
6100.07 Repair Lamp Poles	\$600	\$600	\$600
6100.09 Irrigation Repairs	\$1,000	\$1,000	\$1,000
6101.01 New Shade Trees	\$1,000	\$1,000	\$500
6101.03 Drip Lines in Common Areas	\$500	\$500	\$500
6200.01 Pool Contract/Repairs	\$5,200	\$7,000	\$5,200
6200.03 Pool Heater Contract	\$260	\$260	\$260
7100 Water/Sewer	\$1,544	\$3,600	\$2,000
7200 Electricity	\$6,577	\$4,744	\$5,000
7900 Contingency	\$1,284	\$0	\$2,182
TOTAL	\$252,287	\$203,879	\$225,491
Reserve	\$4,512	\$4,512	\$4,110
TOTAL DISBURSEMENTS	\$256,799	\$208,391	\$229,601
NET SURPLUS OR (DEFICIT)	\$0	\$48,965	\$0
		2016 QUARTERLY FEES	STATUTORY 2017 QUARTERLY FEES
\$28,000 to Surplus Carry Forward	OPERATING	\$834.33	\$685.73
	RESERVES	\$15.67	\$14.27
	TOTAL	\$850.00	\$700.00

JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.

PROPOSED 2017 RESERVE CALCULATION

FOR PERIOD BEGINNING 1/1/17 AND ENDING 12/31/17

(BASED ON 72 UNITS)

	Estimated Life When New	Estimated Replacement Cost	Estimated Remaining Life in Years	Estimated Balance as of 12/31/16	Additional Reserve Required	Annual Reserve Required	Quarterly Cost Per Unit
9300 Well Reserve/Rust Removal	10 yrs	\$10,000.00	N/A	\$0.00			
9530.01 POOL	15 yrs	\$42,000.00	3	\$29,667.48	\$12,332.52	\$4,110.84	\$14.27
9550.01 PAINT FRONT WALL (SKLAAR)	7 yrs	\$1,500.00	3	\$1,500.48	(\$0.48)	(\$0.16)	(\$0.00)
TOTAL		\$43,500.00		\$31,167.96	\$12,332.04	\$4,110.68	\$14.27
Reserve Interest to Pool Furniture approx. \$30.00.							
Well Reserve/Rust Removal to transfer to Pool Reserve - Owners to Vote at the Annual Meeting.							

EXPLANATION: The above calculations have been made from figures gathered over a wide variety of sources that include a number of assumptions that were deemed by the Board to be accurate to meet the requirements of the State of Florida. Useful lives and replacement costs figures are always subject to a wide difference of opinion. However, those chosen herein are believed to be a representative average as necessary to derive reserve allowances which can and should be adjusted each year to reflect changing costs and economic circumstances.

[illegible]

01
William and Beverly Marcoux
905 Country Club Circle
Venice, FL 34293

02
John and Catherine Girard
1 Ball Street
Pawcatuck, CT 06379

03
Richard and Kristy Woods
906 Country Club Circle
Venice, FL 34293

04
William and Doreen Ryan
108 Southwind Road
Waterbury, CT 06708

05
Jeffrey and Diane Sanborn
824 Country Club Circle
Venice, FL 34293

Roy and Helen Francis
822 Country Club Circle
Venice, FL 34293

07
Donald and Debra Thayer
828 Country Club Circle
Venice, FL 34293

08
Harold Falchick / Ann Hackett
826 Country Club Circle
Venice, FL 34293

09
Sam and Jocarol Abezetian
44 Park Lane
Park Ridge, IL 60068

10
s and Joan Lassus
834 Country Club Circle
Venice, FL 34293

11
Clayton Harrington Jr.
841 Country Club Circle
Venice, FL 34293

12
Peter and Jeanine Connaughton
601 Spencer St
Petosky, MI 49770

13
Frank and Judy Christman
833 Country Club Circle
Venice, FL 34293

14
Lois Odom
835 Country Club Circle
Venice, FL 34293

15
David P. Long
837 Country Club Circle
Venice, FL 34293

16
Lawrence and Regina Potts
1140 Shane Court
Venice, FL 34293

17
Timothy and Noreen Ganun
825 Country Club Circle
Venice, FL 34293

18
Lee and Mary Ellen Snell
827 Country Club Circle
Venice, FL 34293

19
James and Judith Liston
831 Country Club Circle
Venice, FL 34293

20
James and Judith Liston
831 Country Club Circle
Venice, FL 34293

21
Robert and Georgina Higgins
817 Country Club Circle
Venice, FL 34293

22
Jerome and Robin Illowsky
104 Donridge Drive
Dewitt, NY 13214

23
Dennis Poney
821 Country Club Circle
Venice, FL 34293

24
Robert and Ellen Harenberg
823 Country Club Circle
Venice, FL 34293

25
Charles and Christine Reass
204-29 9th Avenue
Breezy Point, NY 11697

26
Jane Anderson
811 Country Club Circle
Venice, FL 34293

27
Joellen Huddy
813 Country Club Circle
Venice, FL 34293

28
Joseph and JoAnn Ackourey
115 Juniper Way
Basking Ridge, NJ 07920

29
Anne Goulet- Smith
143 Griswold Dr. W.
Hartford, CT 06119

30
Francis and Helen Price
396 Landsbrook Drive
Venice, FL 34293

31
John II and Beth Ann Russell
805 Country Club Circle
Venice, FL 34293

32
Julianne Bitner
807 Country Club Circle
Venice, FL 34293

33
Lynda McCarthy
845 Country Club Circle
Venice, FL 34293

34
Joseph Gutowski
847 Country Club Circle
Venice, FL 34293

35
Josephine Holmberg and Bob Shand
849 Country Club Circle
Venice, FL 34293

36
Billie Moore
851 Country Club Circle
Venice, FL 34293

37
William and Candace Cashmore
34556 Jesica Lane
New Boston, MI 48164

38
Nicolas and Nouha Salibi
162 Bon Chateau Drive
St. Louis, MO 63141

39
Ray and Lucille Koah
857 Country Club Circle
Venice, FL 34293

40
Francis and Christine Brunner
177 Beach 126 Street
Belle Harbor, NY 11694

41
Mildred O'Boyle
861 Country Club Circle
Venice, FL 34293

42
Roberta Blair
888 Country Club Circle
Venice, FL 34292

43
Robert and Joan Erdin
886 Country Club Circle
Venice, FL 34293

44
Louise Wurst
884 Country Club Circle
Venice, FL 34293

45
Charles R. Ford
882 Country Club Circle
Venice, FL 34293

46
Esther Gibson
880 Country Club Circle
Venice, FL 34293

47
Kristine Memole
898 Country Club Circle
Venice, FL 34293

48
Leland and Gail Zook
14377 Murphy Road
Winnebago, IL 61088

49
Maria Val
894 Country Club Circle
Venice, FL 34293

50
Dale and Nedra Wilson
892 Country Club Circle
Venice, FL 34293

51
William and Shawn Jolie
890 Country Club Circle
Venice, FL 34293

52
Warren Jensen
899 Country Club Circle
Venice, FL 34293

53
Jose and Edilia Duenas
901 Country Club Circle
Venice, FL 34293

54
Larry and Carol Norris
903 Country Club Circle
Venice, FL 34293

55
William and Sharon Tedrow
891 Country Club Circle
Venice, FL 34293

56
Michael and Holly Bittman
14 Gross Lane
Easthampton, MA 01027

57
Joseph Jr. and Patricia Macarelli
895 Country Club Circle
Venice, FL 34293

58
Doris Kerper
897 Country Club Circle
Venice, FL 34293

59
Johnson Estate c/o John Kirksey
P.O. Box 1955, George Town
Cayman Islands, KY1-1110

60
Douglas and Mary Moore
145 Sterling Street
Greenport, NY 11944

KEYS-CALDWELL, INC.

AFFIDAVIT OF MAILING OF NOTICE TO UNIT OWNERS

**STATE OF FLORIDA
COUNTY OF SARASOTA**

The undersigned officer of the Condominium Association or Management Representative, whose name appears at the bottom of the affidavit, does swear and affirm that the notice of the meeting of the Association to be held **19 December, 2016 at 9:30 A.M.** was mailed and posted in accordance with the By-Laws of the Association and in accordance with Florida Statutes and/or the unit owner or owners waived notice by mail and acknowledged receipt of said notice and that said notice was either mailed or delivered to each unit owner or owners at the address last furnished to the Association, as such address appears in the books for the Association.

Association: **Jacaranda Country Club Villas Condominium Assoc., Inc.**

By: E. Novak

SWORN to before me and subscribed in my presence the 1st day of Decdember, 2016.



NOTARY PUBLIC

My Commission Expires:

F:\KC Forms\Affidavit of Mailing.doc



JACALYN K. WOOD
MY COMMISSION # EE 884310
EXPIRES: April 20, 2017
Bonded Thru Budget Notary Services