

**MINUTES OF THE MEETING  
BOARD OF DIRECTORS  
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.  
MONDAY, APRIL 17, 2017  
9:30 A. M.**

Floor Open to Owners' Comments: Ron Springall was thanked for painting the concrete around the mailboxes and removing the rust from the fire hydrants. It was requested that the Master Association look into cleaning out the algae growth in the middle of the pond between the Villas and Sklaar Avenue.

Present: Clayton Harrington, President, Ron Springall, Vice President, Keith Matthei, Treasurer, Lee Snell, Secretary, Joe Macarelli, Director, Jackie Wood for Management, and owners in the audience.

The meeting was called to order by the President, Clayton Harrington, at 9:37 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 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 February 20, 2017: MOTION was made by Keith Matthei and seconded by Lee Snell to approve the Minutes of the Meeting of February 20, 2017, as presented.

MOTION PASSED.

Resignations/Appointments: None.

REVIEW OF FINANCIAL REPORT: Keith Matthei reported that the bottom line shows the Association to be on target. There are two early December bills from Beechtree that were not submitted until mid January; these are charged against the 2017 budget. It was requested that Management move the \$1,346.71 for the purchase of lamp posts fixtures out of #7900 and into #6100.07.

Q. Who paints the front wall? A. Master Association paints the outside, Villas paints the inside.

Q. What does account 5020 cover? A. Attending meetings, taking minutes, preparing mailings, receiving and paying Association bills, etc.

Q. What does account 5100 cover? A. Postage, copies, envelopes, other office type expenses.

Q. What is account 6000.1 for? A. The repair of the areas where the electric enters several buildings.

Q. What does account 6100.03 cover? A. Plants and flowers throughout the community.

Q. Does a Board member verify all bill amounts paid? A. Yes, a Board member countersigns all the checks and the bill being paid is attached to the check.

CORRESPONDENCE:

819 – Landscape Change Request: MOTION was made by Lee Snell and seconded by Joe Macarelli to approve the Landscape Change Request, removal of shrubs, as submitted.

MOTION PASSED.

893 – Landscape Change Request: MOTION was made by Ron Springall and seconded by Joe Macarelli to approve the Landscape Change Request, installation of stone by the patio, as submitted.

MOTION PASSED.

815/817/819 – Concern Form: Due to irrigation issues, the turf died and needed to be replaced. This replacement has been authorized.

896 – Landscape Change Request: This form was presented to the Landscape Committee after the February Board of Director's meeting, who approved of the plantings.

822 – AMA – This form is on hold as the Board has not approved a driveway material other than the poly pebbles.

Irrigation and Buildings: Joe Macarelli read his report, a copy of which is attached and made a part of these original minutes. Mr. Macarelli will meet with the pump vendor, the irrigation vendor and the electric vendor at the same time to discuss a resolution to the irrigation issues. Currently, the Board is addressing the biggest problem first and once that is repaired, will evaluate for the next biggest problem and address that. Evaluations will continue as problems are resolved until the system is running in a satisfactory manner.

Grounds and Bylaws: Ron Springall read his report, a copy of which is attached and made a part of these original minutes. It was requested that Management draft a letter to the owners of unit 892 that reads that the driveway finish is unacceptable and request that it be brought to the Community standard within the next 30 days. Frank Christman and Dennis Poney are replacing light bulbs with the LED bulbs. Joe Macarelli stated that he would work with Kris Memole and see about a newsletter.

Insurance, Financial and Budget: Insurance policies expire in June.

Pool, Pool Area and Pest Control: Lee Snell reported that the pool is working fine; the pump had been turned off by accident by an Aqua Doc employee; five of the pool chairs are being repaired. The cabinets, which are made of particle board, are deteriorating and need to be replaced and when replaced, need to be off of the pool deck surface by at least 6". The countertop is in good condition and can be put on top of the new cabinets. It is recommended that the cabinet replacement take place prior to the pool deck resurface. Mr. Snell will obtain cabinet and labor bids. The Board will schedule a review of completed projects of both Tamas and Super Pavers. Two addresses of completed jobs from Super Pavers are in Bradenton. Tamas has a few in Venice. The Board will also review individual paved driveways; Roy Francis has a list, so that a standard for driveway pavers can be set.

Pest Control: A few owners have an issue with mice. Extermination of rodents is an owner responsibility. Clayton Harrington volunteered to set traps for those that need them. An owner stated that Hoskins annual interior treatment was less than impressive. It was requested that Management prepare a draft letter to the owner of Hoskins Pest Control that addresses both the overbilling issue and no notification of the interior service.

Safety: Doug Moore apologized for the delinquent inspection this season but will aim for an inspection of the fire extinguishers in the Fall. He and Joe Macarelli will inspect as many as possible next week. Joe Macarelli will look into becoming certified as an inspector.

JWFOA Representative Report: No report.

#### UNFINISHED BUSINESS:

Replace Electric Box at 809: The electrician has been contacted, the installation is pending.

Pool Deck Surface: Covered.

Parking: Unit 875 is under contract for sale so the parking matter will be resolved.

#### NEW BUSINESS:

Legal Opinion Roof Replacement: MOTION was made by Joe Macarelli and seconded by Ron Springall to move forward with the debt collection against unit 889.

MOTION PASSED.

Next Month's agenda will include the discussion of an amendment to the Declaration that will include roofs as part of the Association's responsibility.

Paving the Circle including Low Style Curbs: Ron Springall and Joe Macarelli will find out the amount of money that the villas' has paid the Master Association towards roads. They will request that the Master Association provide them with a copy of the Road Paving Master Plan. They will visually inspection of all the Master Association roads and then prepare a presentation to encourage the Master Board to move the Villas' paving schedule higher on the priority list and to add low style curbs when the roads are paved.

Irrigation Rust Problem – Driveways and Walkways: The maintenance of these areas belongs to the owners of the units. This problem is the cause and effect of the Association's irrigation system. The rust in many areas is being addressed by the redirection of irrigation heads and by the installation of irrigation drip lines. It was the consensus of the Board to handle the matter as a maintenance item. A memo will be drafted and once approved, will be mailed to all owners requesting that they address the rust issue that may or may not be on their driveway and walkways.

Placement of Yield or Stop Signs on the Circle: Ron Springall recommends a yield sign at the intersection at 906 and a yield sign at the intersection at 899 and a stop sign at the intersection at 873. Doug Moore, Safety Committee Chair, will walk the property with Mr. Springall and bring a recommendation back to the Board.

Standing Water Issue: It is proposed that some of this issue will be resolved with the installation of low style curbs.

Community Yard Sale: MOTION was made by Ron Springall and seconded by Joe Macarelli to approve, on a trial basis, a Community yard sale that will be held each year on the 2<sup>nd</sup> or 3<sup>rd</sup> Saturday in January, or as determined by the Board of Directors, starting in 2018, and subject to Master Association Board approval.

MOTION PASSED.

Sheila Hawkins and Patricia Macarelli volunteered to Chair the Yard Sale Committee.

Lamppost Repair, Painting, and Post Light Installation: The bid of \$970 from Tony's Maintenance was reviewed. This matter was tabled for additional bid information.

SALES/RENTAL APPLICATIONS:

Sales:

875, Brennan to Fiat, closing 5/9/17.

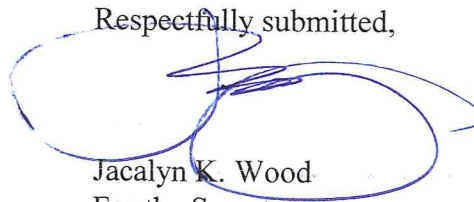
815 Achourey to Kearney, closing 5/27/17

MOTION was made by Lee Snell and seconded by Joe Macarelli that the meeting be adjourned.

MOTION PASSED.

The meeting was adjourned at 12:00 P. M.

Respectfully submitted,



Jacalyn K. Wood  
For the Secretary

# Report Board of Directors HOA2 Sprinklers

4/17/17

Joe Macarelli met with landscape and sprinkler technicians from Beech Tree Landscaping to review issues currently being addressed. At that meeting it was put forward that the main sprinkler controls were inefficiently wired. It was determined that an electrician be contacted to evaluate this issue. Further it was put forward that there are several issues with sprinkler wiring that George the main sprinkler technician is currently working through.

## Main Sprinklers -

Bob's Electric reviewed the current wiring for the sprinkler pumps and found that while confused they are both individually wired with individual breakers as needed. Bob's Electric will be back April 24 to repair a rusted control box and at that time will determine the next best course of action at the main control box.

## Repairs

Repaired issues at  
833-809- 889-861-875-873

Installed a new head 861 and replaced broken lines at 895 and 861.

Replaced two valves at the entrance that were stuck open,

*Macarelli*  
4-17-17

**Jacaranda Country Club Villas Association**  
**Vice-President's Report**  
**By-Laws & Landscape**  
*April 17, 2017*

**Bylaws:**

The writer has reviewed the Country Club Villa Bylaws, The Articles, The Declaration, The Residents Information Package, and The Beech Tree Landscape Contract.

The writer recommends that in future rewrites of our Documents and the Resident Information Package references to the names, addresses, and telephone numbers of service providers and fee amounts paid to the Homeowners Associations be deleted from the Documents and the Resident Package and replaced with a one page Directory (to be attached to the resident package and posted on the Pool Bulletin Board) containing the Service Providers information and the Fee amounts paid to the Associations.

The reason for this suggestion is as follows:

- Service providers may be replaced; and
- Fee amounts may increase or decrease

This amendment will eliminate unnecessary rewrites of our Documents or Resident Package.

**Landscape:**

The writer spoke with a majority of Homeowners to seek their comments, if any, regarding landscaping in our community. Some suggestions unrelated to landscaping we're offered and are included in this report.

**Homeowners Landscape Concerns.**

- Landscaping needs a facelift.
- Dead branches not cut from Palms or trees.
- Hedges and Bushes not trimmed back to the width of the walkway.
- Tree canopy needs attention.

- Trees removed & not replaced. (Units 869, 867, 861 & 833)
- Holes from trees removed not finished or sodded (Units 871, 861)

The writer did a community walkabout and unfortunately found the above mentioned landscaping issues were in need of attention.

### **The Writers Concerns:**

- All of the above.
- Storm Drains: Require Pressure Washing, Rust Removal, and a Concrete Sealer applied: Resolved by Ron/material cost only/Approved by Clayton.
- Mailbox Concrete Slabs: Requires Pressure Washing, Rust Removal, and a Concrete Sealer applied: Resolved by Ron/material cost only/Approved by Clayton.
- Fire Hydrants: Remove Rust: Resolved by Ron/material cost only.
- Mail Box Concrete Slabs requires Edging: Resolved by Beech Tree
- Storm Drains Require Edging: Resolved by Beech Tree
- Cable not buried rear of Unit 823: Temporally resolved by Ron.
- Gas BBQ between Unit 824 & 826: Ron spoke to owner - resolved
- The driveway at Unit 890 refinished by Sarasota County is below Community standards the writer spoke with the Unit Owner. Discuss.

On Monday April 3, the writer obtain a copy of the Country Club Villas contract with Beech Tree Landscape Maintenance, Inc.

On Wednesday April 5, 2017 the writer met with a representative of Beech Tree Landscape Maintenance, Inc. (Hank) for the sole purpose of discussing the Landscaping concerns. Together we did a community walkabout during which Hank agreed the concerns are real and will be corrected immediately.

The writer is pleased to announce that most of the concerns discussed with (Hank) were resolved by Wednesday evening April 5th. The remaining concerns (except sod replacement) will be completed by the end of April 2017. Sod replacement is awaiting the resolve of the Irrigation pump issues.

### **Homeowners Questions**

- Q - What is being done re: driveway & walkway rust?
- Q - What is being done Re: standing water in the driveways?
- Q - When are we getting new Paved Roads.

### **Homeowner Suggestions:**

- Allow a Community Yard Sale.

- Produce a Community Newsletter
- Enforce Unit Outside Light Policy:

Lights Checked As Of Friday April 14:

- Midday Lights On: Units 826, 859, 877, 881 & 897
- Night Time:
- **Garage Lights Off:** 801, 803, 805, 809, 811, 815, 827, 828, 871, 888, 892, 894, 901, 903, & 907
- **Pole light Off:** 855
- **All Lights Off:** 807, 828 & 899

In summary the issues that require addressing at this meeting are:

1. **Road:** Paving the Circle Street, Installing Low Style Curbs.
2. **Rust:** Solving the Driveway and Walkway Rust Issue
3. **Formal Approval:** Unit Owner 819 Request.
4. **Approval:** Replace sod re:Units 861, 869 & 871.
5. **Approval:** Replace 11 Hedges at dead end near Unit 869
6. **Approval:** Replace a tree at Units 833, 861, 867 & 869.
7. **Lamppost :** Repair, Paint and Remove and Install light fixture.
8. **Bylaws:** Article 1.1 Office Removal of Service Providers Information.
9. **Declaration:** Article 9.02 - Include the words "Garage Door"
10. **Rules & Regulations:** Article 3 & 10
11. **Cable** not buried supplying Units 817 to 823
12. **Driveway** ~~Unit 890 THE DRIVEWAY~~ refinished by Sarasota County is below Community Standards.
13. **Gas BBQ:** Unit 824 stored in common area.
14. **Yard Sale.**
15. **Newsletter.**
16. **Garage and Pole Lights:**
17. **STOP/YIELD SIGNS**

This concludes the Vice President's Report.

*Ron Springall*  
Ron Springall