

NOTICE
BOARD OF DIRECTORS
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.
MONDAY, SEPTEMBER 18, 2017
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 May 5, 2017, and June 30, 2017.
4. Resignations/Appointments.
5. Review of Financial Report.
 - A. Collection 889.
6. Sales/Rental Applications: Rental 803, Price to Smith, 4 months comm. 12/11/17.
7. Correspondence: Roof Leaks: 879, 895. Electric: 826. Flooding on Lanai: 888. Paver Driveway Surface: 822/824.
8. Committee Reports:
 - A. Irrigation and Buildings.
 - B. Grounds and By Laws.
 - C. Insurance, Financial and Budget.
 - D. Pool, Pool Area, Pest Control.
 - E. Safety.
 - F. JWHOA Representative's Report.
 - G. Document Revisions/Proposed Amendments.
9. Unfinished Business:
 - a) Pool Deck Surface/Pool Cabinet Area - Completed.
 - b) Placement of Yield or Stop Signs on the Circle.
 - c) Lamppost Repair, Painting and Post Light Installation.
 - d) Driveway Surface Vote.
10. New Business
 - a) Mailbox Cluster near 809.
11. Adjournment.

**MINUTES OF THE MEETING
BOARD OF DIRECTORS
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.
MONDAY, SEPTEMBER 18, 2017
9:30 A. M.**

Floor Open to Owners' Comments: John Russell asked about the roof issue. Ron Springall recommended a discussion on what was learned from the hurricane and what, if any, FEMA updates were sent to the owners.

Present: Clayton Harrington, President, Ron Springall (via skype), Vice President, Keith Matthei (via skype), 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 9:32 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 Meetings, May 5, 2017, and June 30, 2017: MOTION was made by Lee Snell and seconded by Joe Macarelli to approve the Minutes of the Meeting of May 5, 2017, as presented, and the Minutes of the Meeting of June 30, 2017, as presented.

MOTION PASSED.

Resignations/Appointments: None.

REVIEW OF FINANCIAL REPORT: Keith Matthei reported that 91% of the budget has been expensed thru the end of August. The legal line item is slightly over, the general maintenance is almost 100%, lamppost repairs are over by \$2,000 and irrigation slightly over.

Collection 889: Clayton Harrington reviewed Michael Cochran's legal opinion regarding the collection for past due fees including the 5 year Statute of Limitations. Ron Springall questioned who were the Board members in 2010 and 2011 and were they made aware of the Statute of Limitation and questioned if it would be reasonable to expect the Management Company to be aware of the Statute of Limitations. The fees for the legal opinion will be added to the ledger for unit 889.

SALES/RENTAL APPLICATIONS:

Rental: 803, Price to Owen Smith for 4 months, comm. 12/11/17.

MOTION was made by Clayton Harrington and seconded by Joe Macarelli to approve the rental application, as submitted.

MOTION PASSED.

CORRESPONDENCE: Roof Leaks: Letters were received from units 879 and 895 regarding roof leaks. The owner of 887 provided non-renewal information from his insurance company

based on roof leaks. It was stated that the roofing companies offer a financing option. Four buildings need new roofs.

It was the consensus of the Board that Clayton Harrington and one other Board member meet with the attorney to address this matter from a health and safety position.

Electric 826: There is concern for common element damage due to the electricity being off in unit 826. Clayton Harrington stated that he would speak with the owner again.

Flooding on Lanai 888: Joe Macarelli stated that he measured a 3" drop in the sidewalk. The erosion appeared to be normal and it was recommended that the landscaping be built away from the lanai. Keith Matthei suggested asking Hank from Beechtree about possible grading the area around the lanai. This matter will be on next month's agenda.

Paver Driveway Surface 822/824: Clayton Harrington review the Driveway Surface Survey totals.

MOTION was made by Joe Macarelli and seconded by Lee Snell to allow pavers as the driveway / walkway surface for units 822 and 824 subject to the color of the pavers being approved by the Board.

MOTION PASSED.

Irrigation and Buildings: Joe Macarelli read his report, a copy of which is attached and made a part of these original minutes.

Grounds and Bylaws: The Documents Committee is covered later on the agenda.

Insurance, Financial and Budget: No additional report.

Pool, Pool Area and Pest Control: Lee Snell reported that he called the plumber to report the issue in the men's room. The latch on the door to the pool equipment storage needs to be adjusted. A new trash can has been purchased.

Pest Control: Two or three rats have been seen on driveways. A trap will be set to catch the animal behind unit 885.

Safety: An end of year fire extinguisher inspection will be planned.

JWHA Representative Report: Clayton Harrington reported nothing new.

Document Revision/Proposed Amendments: Ron Springall recommended a meeting be scheduled to discuss the proposed amendments. Mr. Springall will return October 16; Keith Matthei will return late October; Clayton Harrington will attend the October meeting via skype.

UNFINISHED BUSINESS:

Pool Deck Surface / Cabinet Area: This project has been satisfactorily completed. Many thanks to John Russell for the cabinet installation.

Placement of Yield or Stop Signs on the Circle: This matter will be discussed at a later meeting.

Lamppost Repair, Painting, and Post Light Installation: Volunteers painted and repaired the lampposts. This project has been satisfactorily completed.

Driveway Surface Vote: Covered.

NEW BUSINESS:

Mailbox Cluster near 809: The mailbox cluster has been repaired and may be replaced in 2018.

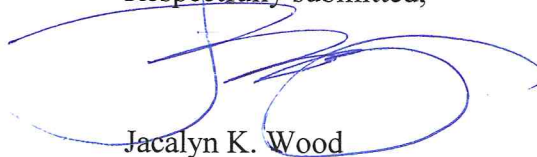
811 CCC: Two cars are parked on the driveway and the garage is full of furniture. It was reported that guests are staying for about a month. It was the consensus of the Board to revisit this matter in a month.

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

MOTION PASSED.

The meeting was adjourned at 11:08 ^A M.

Respectfully submitted,



Jacalyn K. Wood
For the Secretary

Building & Landscape ACTIVITIES SUMMER 2017

Buildings.

TEAM OF RESIDENTS PAINTED ALL LIGHT FIXES
Complete REPLACEMENT OF LIGHT ON FLOORS -
TEAM OF RESIDENTS ADDED umbrella tables
TO POOL AREA

LANDSCAPE

REMOVED diseased Palm trees - 899-890-892-895
TRIMMED back OAK TREE behind 891
REMOVED dead bushes 813-815-834-819
REMOVED & REPLACED BUSHES ALONG DRIVE AND
BUILDINGS - 869-871-905

Sprinkler ISSUES-

Completed sprinkler pump repair
Rebuild control box #1 compromised by IEMA
Reconciled numerous sprinkler issues

Lawn-

Replaced AREA IN FRONT OF 817

IEMA

TEAMS OF RESIDENTS AIDED IN THE INSTALLATION
OF SHEDS, clearing/replacing pool furniture
& loose furniture AROUND buildings

J. S. Macarelli
J.S. Macarelli

9/18/17

**NOTICE
DOCUMENT'S COMMITTEE
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.
MONDAY, JULY 24, 2017
OFFICES OF KEYS-CALDWELL, INC.
1162 INDIAN HILLS BLVD.
VENICE, FL 34293
1:15 P. M.**

DISCUSSION: Roofs, Driveways, Walkways. (type, color and responsibility)

Jacaranda Country Villas Condominium Association

Documents Committee Report

August 8, 2017

Committee Members: Frank Christman, Kris Memole, Diane Sanborn, Bill Tedrow
Convener: Ron Springall - Vice-President

The Board of Directors authorized Ron Springall to appoint a Committee for the sole purpose of making recommendations to the Board of Directors on each of the following:

- *The Annual Review of the Association's Documents, and;
- **A Method to resolve disputes between Unit Owners, and;
- ***The type and color of driveways and walkways, and:
- ****Other related recommendations which may arise.

NOTE #1: Proposals to amend the existing Documents contain the full text of the article to be amended. NEW WORDS are underlined and ~~WORDS TO BE DELETED are lined through with hyphens~~

1. Rules & Regulations:

1a) Rule #3.

The Committee recommends that the Directors determine the number of Units that have an inside manual switch to their carriage and lampposts lights. The Committee further recommends that the Association replace the inside switch with an outside sensor and that all related expenses be paid by the Association.

This recommendation was made because the Association and a majority of Unit Owners agree these lights must be on nightly.

1b) Rule #7. Amend as follows:

~~No Unit can have more than 2 sets of renters in a calendar year.~~

A Unit may be leased not more than two times in a calendar year

This recommendation was made to be consistent with article 15 of the Declaration of Restrictions.

1c) Rule #10. Amend as follows:

~~Garage Sales,~~ Insert the garage sale motion approved at the Directors meeting April 2017,
estate sales, etc. are not permitted.

This recommendation was made because a majority of Owners support a well-organized garage sale once each year.

1d) Rule 19; Amend as follows:

Owners are responsible for maintaining, repairing and replacing the interior of the roof, the atrium, all entrance doors, (including the garage overhead door) windows, screens, the driveway, walkways, patios, exterior heating and air conditioning units, and painting all interior and exterior surfaces. For a complete listing of Owner financial and non-financial responsibilities please refer to the Rules and Regulations, The Bylaws section 4.1 among others and the Declaration of Condominium Restrictions, paragraph section 9.2. among others.

This recommendation was made to ensure that Unit Owners are made aware of the importance of reading the Association's Documents.

2. The Bylaws:

2a) Article 3.4 Regular Meetings; Amend as follows:

Regular meetings of the Board of Directors shall be held monthly on the third (3rd) Monday at such time and place as shall be determined from time to time by a majority of the Directors. Notice of regular meetings, unless fixed by Board resolution, shall be given to each Director personally or by mail, electronic mail, telephone, or facsimile at least two days prior to ~~the day~~ the third Monday of each month.

This recommendation was made because the Committee believes a majority of Owners, deem it necessary, to have monthly meetings year-round.

3. Declarations of Restrictions

3a) Article 9.1 Association Maintenance; Amend as follows:

The maintenance, repair and replacement of all Common Elements (except those Limited Common Elements for which this Declaration delegates responsibility to the Unit Owner) and Association Property shall be performed by the Association, and the cost is a common expense, except as may otherwise be specifically noted with respect to Limited Common Elements. The Association's maintenance responsibility does not include the exterior walls and ~~roofs of the Units~~, driveways and walkways appurtenant to the Units, lanais, stoops and porches, windows (including glass and frames), window sills, screen frames, screening or lanai enclosures, the overhead garage door or any alteration, addition or improvement to the Condominium Property and Common Elements made by a Unit Owner or the Unit Owner's predecessors in title.

The Association's maintenance responsibility includes, without limitation; all electric conduits located outside the Unit; Plumbing fixtures and installations located outside the Unit; installations located within a Unit but servicing another Unit; or installations located outside the Unit for the furnishing of utilities to more than one Unit or the Common Elements.

If, in connect with the discharge of its maintenance, the Association must remove, disassemble, or destroy portions of the Condominium property, which the Unit Owner is required to maintain, repair, and replace, the Association shall be responsible for reinstallation or replacement of that item, to its unfinished state (i.e., excluding floor coverings, wall coverings, ceiling coverings, paint, wallpaper. Paneling, etc.) provided that such items are part of the Condominium Property as originally installed by the Developer, or replacements thereof of like kind and quality. Replacement of all upgrades or additions, even if made by a predecessor in title, shall be the responsibility of the Unit Owner.

This recommendation was made for Unit Owners whose Insurance policy requires the Owner to be financially responsible for the replacement of the overhead garage door and to be consistent with article 9a) herein.

3b) Article 9.2 Unit Owner Maintenance; Amend as follows:

Each Unit Owner is responsible, at his or her own expense, for all maintenance, repairs, and replacements of the Unit and those Limited Common Elements serving the Unit, if so provided herein, whether ordinary or extraordinary including, without limitation: interior non-load bearing partitions and drywall, the finishes thereof (such as paint, wallpapering, "popcorn," paneling, etc.), electrical fixtures, switches or receptacles, plumbing fixtures, or other electrical, plumbing or mechanical installations located within the Unit and serving only that Unit, the structural framing related thereto (assuming non-load bearing) all electrical or plumbing facilities located in the unit which service only the individual plus all electrical facilities from the electric meter inward, which service only that unit; maintenance, repair and replacement of windows (glass and frame); window sills, screens, screen doors or lanai screens, (including hardware and framing), sliding glass doors and the structural components thereof, including trim and caulking, unit front and garage entry door, overhead garage door and the framing and structural components thereof (including trim, caulking, locks and hardware) within or servicing the unit; the electrical, mechanical and plumbing fixtures and outlets (including connections) within a Unit and serving only that Unit including sinks, toilets, tubs, showers, showers pans, and all related fixtures and installations; appliances; all portions of the heating and air conditioning equipment (including compressors, air handlers and Freon lines) and utility installations and connections serving an individual unit, no matter where located, dryer vents to the point of termination (even if exterior to the Unit), air conditioner discharge lines to the point of termination or connection to another discharge (even if exterior to the Unit); carpeting and other floor covering (including lanai areas); door and window hardware and locks; all other facilities or Fixtures located or contained entirely within a Unit which serve only that Unit. All incoming plumbing from the shut-off valve at the wall of the garage inward is a specific Unit Owner responsibility. Outbound plumbing is the responsibility of the Owner until the point of connection to a disposal, even if outside the Unit boundary. All said areas, if located outside the boundaries of the Unit, are declared Limited Common Elements.

This recommendation was made to confirm that the Unit Owner is financial responsible to repair or replace their overhead garage door

This concludes the Committees recommendations regarding the Annual review of the Associations Documents

NOTE #2: The original authors of these documents did not foresee the problem that we have encountered these past few years with Unit Owners disagreeing on:

What type of tree should be planted?

What type of shared Walkway/Driveway should be installed?

When should a walkway/driveway be cleaned?

When should a building's roof be cleaned, fixed or replaced?

In its review of the Documents the Committee could not find language that would assist in the resolve of these types of Unit Owner disagreements.

4. Driveways/Walkways, Type, Color and Cleaning Schedule:

a) Type

Effective immediately (insert date) Unit Owners who wish to replace their driveway must also replace all walkways leading from the driveways of both their Unit and their attached neighbor's Unit with paver bricks . The Unit Owner shall use a licensed contractor. The paver brick, size, design and color for all driveways and walkways, shall be as pre-approved by the Board of Director's and found on the Associations website.

b) Unit Owners Reimbursement:

- Each Unit owner shall be responsible for 50% of the total square footage cost of replacing the building's walkways.

5. Color:

The committee recommends that the color for paver brick driveways and walkways must compliment the color of the building's outside walls as pre-approved by the Board of Directors and found on the Associations website.

6. Cleaning Schedule

a) Each Owner shall be responsible to pressured wash their Unit's driveway and walkway once every two years as outlined below:

All even numbered Units:

Effective 2018 and every two years thereafter.

All odd numbered Units:

Effective 2019 and every two years thereafter.

- Failure to comply with this restriction shall result in the Board of Directors having the work completed by a licensed contractor. In such event the Unit owner is responsible for the full cost of cleaning the driveway and walkway.
- Full payment is due within 14 days of the cleaning.
- Failure to receive full payment (plus applicable late fees, interest and legal fees) within 14 days shall result in the Association placing a lien on the Unit and if full payment is not paid within 30 days the association shall Foreclose on the lien.

7. The Committee has no suggestions for the Paver Brick size and design.

8. Building Roofs: Cleaning, Repairing or Replacing:

8a) NEW Amend the Associations Documents to reflect the following:

The Association shall be responsible for all maintenance, repair and replacements of the Unit Building Roof.

8b) CLEANING:

Each Building Roof shall be pressured washed once every five years as outlined below:

Even numbered Buildings: Effective 2020 and every five years thereafter.

Odd numbered Units: Effective 2021 and every five years thereafter.

8c) Association Reimbursement Re: Roof Pressure

- Each Unit Owner shall be responsible for the total square footage cost of their building's roof plus late fees, interest and legal fees if applicable.
- Full payment is due within 14 days of the cleaning.
- Failure to receive full payment (plus applicable late fees, interest and legal fees) within 14 days of the above-mentioned dates shall result in the Association placing a lien on the Unit and if full payment is not paid within 30 days the association shall Foreclose on the liens.

8d) REPAIRS:

The Unit Owner is responsible to notify the Association's Management Company (Keys-Caldwell) in writing by registered mail should repairs be required.

- Within 7 calendar days a representative of the Association shall meet with the Unit Owner's to view and discuss what repairs are needed.
- The representative shall immediately contact 3 roofing contractors to obtain quotes.
- At the next Board of Directors monthly meeting or Special Meeting the Directors will meet to approve a contractor.
- Roof repair will commence on the date agreed by the parties.

8e) Association Reimbursement Re: Repairs:

- Each Unit Owner shall be responsible for the total square footage cost of their building's roof, plus late fees, interest and legal fees if applicable.
- Full payment is due within 14 days of the repair.
- Failure to receive full payment (plus applicable late fees and interest) within 14 days of the above-mentioned dates shall result in the Association placing a lien on the Unit and if full payment is not paid within 30 days the association shall Foreclose on the liens.

8f) Roof Replacement:

Each Unit Owner shall be responsible for the total square footage cost of their building's roof plus late fees, interest and legal fees if applicable.

- Unit Owners shall reimburse the Association as follows:
 - 10% of the total Unit's cost upon permitting.
 - 50% of the total Unit's cost upon dry in completion.
 - 40% of the total Unit's cost upon roof completion and approved County inspections.
- Failure to receive full payment (plus late fees interest and legal fees) if applicable) within 14 days of the above-mentioned dates shall result in the Association placing a lien on the Unit and if full payment is not paid within 30 days the association shall Foreclose on the liens

In closing, I thank each member of the Committee for their tireless efforts in reviewing the Association Documents and suggesting amendments, deletions, and new language to our Rules and Regulations, Bylaws and the Declaration also their out of the box thinking with suggestions to resolve Owners disputes before they become disputes.

This concludes the Report of the Documents Committee, July 2017.

Ron Springall – Convener

Vice president - JWCCV Association