

# Jacaranda Country Club Villas Condominium Association, Inc.

Board of Directors Meeting  
Monday, May 21, 2018 at 10:30am  
Jacaranda Public Library

**Call to Order:** The meeting was called to order by President Joe Macarelli at 10:27am.

**Determination of a Quorum:** A quorum was established with Joe Macarelli, Judy Liston, and Lee Snell. Absent were Ron Springall and Joe Claro. Also present was Kim Delaney with Sunstate Management.

**Proof of Notice:** Meeting Notice was posted 48 hours in advance in accordance with the Association's Bylaws and Florida Statute 7.18.

**Approval of Minutes:** **MOTION** made by Lee Snell, seconded by Judy Liston to waive the reading and approve the minutes from the April 16, 2018 Board of Directors Meeting. Motion passed unanimously.

**President's Report:** Presented by Joe Macarelli.

- Joe M. reviewed the attached President's Report.

**Financial Report:** Presented by Judy Liston.

- Judy Liston reported from the April 30, 2018 financials as presented and discussed the April variance report. (Copy attached to the minutes.)
- The Association has a positive net operating income thru April.
- Insurance is up for renewal on June 19, 2018.
- Management will send an eblast to homeowners 2 weeks prior to assessments being due as a reminder to owners.

**Sales/ Rental Applications:**

- The rental/ sales application process was discussed.
- Joe M. would like to make sure that the new owner/renter information is known by the Board.
- Management explained steps that are taken if the information is not on file with Sunstate.
- **MOTION** made by Lee Snell, seconded by Judy Liston to add background checks to the rental and sales application for a fee of \$100. Motion passed unanimously.

**Committee Reports:**

a. Grounds

- Joe M. discussed his displeasure with the landscaping within the Association. There are a lot of weeds and brown grass.
- Joe M. has met with Hank and asked him to address the weeds, and clear the sprinkler heads on a regular basis.
- The Board discussed whether it was time to research another company or not. For the time being the Joe C. and Joe M. will continue to work with Hank on improving the grounds.

b. Irrigation and Buildings- Presented by Joe Macarelli on behalf of Joe Claro.

- Joe M. reviewed the attached Irrigation Report submitted by Joe Claro.

- Joe C. is working with Hank on the sprinkler heads.
  - The clock on the wall behind 897/898 needs to be replaced and will cost \$201.
  - Hank will schedule cutting back Jerri D.'s hibiscus and sodding the courtyard at 817 for June.
  - When sprinkler heads break, repair them and email Judy so she can keep track of the finances.
- c. Pool Area- Presented by Lee Snell
- The shower areas have been repaired by Babe's Plumbing.
  - The pool lights will not shut off. Venice Electric has been contacted to assess the situation.
- d. Pest Control
- 8 rodent traps have been placed between 853-861. They will be inspected monthly and if there is no activity then the traps will be moved to the next section of units.
  - This costs \$60/per month. The cost for 8 traps was \$400.
- e. Safety Report- None.
- f. JWHOA#1- The Roads Committee inspected Country Club Villas roads and it will be discussed the next JWHOA #1 meeting. Country Club Villas is requesting that the roads milled and filled not just repaved.

**New Business:** None.

**Resident Comments:** None.

**NEXT MEETING DATE:** Monday, May 21, 2018 at 10:30am at the Jacaranda Public Library.

**ADJOURNMENT:** With no further Association business to discuss, Lee Snell adjourned the meeting at 11:06am.

Respectfully submitted by  
Kim Delaney/LCAM  
For the Board of Directors for Jacaranda Country Club Villas

**REPORT OF THE PRESIDENT  
JACARANDA COUNTRY CLUB VILLAS CONDOMINIUM ASSOCIATION, INC.  
MAY MEETING  
MONDAY, MAY 19, 2018  
JACARANDA PUBLIC LIBRARY 10:30 A. M.**

**MISSION STATEMENT**

- 1. KEEP ALL RESIDENTS OF JACARANDA COUNTY CLUB VILLAS INFORMED OF ALL ISSUES IMPACTING OUR COMMUNITY.**
- 2. ENSURE PRESERVATION OF JCCV PROPERTY VALUES RELATIVE TO THE PREVAILING MARKET PLACE.**
- 3. MAINTAIN STEWARDSHIP OF THE JCCV COMMUNITY APPEARANCE, FINANCES, INSURANCE, SAFETY AND SECURITY.**

**COMMUNICATION**

Ron and Kim continue on the improvements of the directories, the website and the information booklet. As there seems to be confusion delivering the payment coupon booklets, we resent the address questionnaire to ensure the information at Sunstate is accurate. Any resident that has not yet received the Sunstate coupon booklet should contact me so that the issue may be corrected before the next quarterly installment is due. We are developing a notification mechanism to alert residents when there has been a website change. The bulletin board at the pool is reviewed weekly. In the lower right-hand corner is an initialed card documenting the latest review date. The President's Report is posted at the pool bulletin board. It will remain on the board for one month. If a resident would like to post information and/or announcements within the bulletin board, they can bring the posting to me and it will be added to the board during the next weekly change-over.

**AGENDA**

The proper agenda information is now received in time to send copies to each director for review and acceptance.

**FINANCIAL REPORTING**

Judy Liston will address finance in her report later but it seems there still remains areas that need clarification.

**CORRESPONDENCE**

Any resident that desires to make an improvement such as this is required to submit a request in writing to the board. Forms for this purpose are located on the website also in the top drawer at the pool counter or can be requisitioned from any director.

If a resident desires to make a change to their existing landscape, this change also requires the approval of the board and a written request including a diagram of the proposed changes with a listing of the plantings proposed. A complete list of approved plantings is available at the website.

If a resident desires to take advantage of the bi-annual rental option, the resident is required to submit a request to the board detailing the proposed rental period and the anticipated renter involved. The board will then return written approval information within fifteen business days.

**SAFETY**

As the residents can observe, roof replacements of over twenty residents is ongoing. This project will continue into the middle of June. While every effort to ensure the safest possible environment is being made it is recommended that uninvolved residents avoid this area whenever possible. Thank you for your patience during this time.

### **ELECTRIC FEEDS**

All building electric feeds are now protected by PVC piping. The cost of the improvement came in over \$8000 under budget estimates. We will be reviewing the landscaping impact over the next three weeks.

### **PEST CONTROL**

The application of environmentally friendly insect control products within the residential areas that accepted the service is complete. Initially we thought this service will be done quarterly. This does not seem to be the case and semi-annual internal applications and quarterly external is thought to be sufficient.

The Circle is struggling with a rodent presence. PestShield has installed rodent feed trays around the units 853 through 861. PestShield will monitor these eight trays monthly and when no activity is observed, we will move the trays to the next most active area. Although the Board has not and will not budget a major rodent exclusion initiative for individual residences, we are hopeful this process will eliminate or at least control rodent presence. Further the board had all the queen palms cleared of rodent loving berries.

### **HOA1**

Larry Norris attended a HOA 1 Roads committee review. Joe Macarelli will attend the Thursday meeting to determine the status of this request.

### **LANDSCAPING & IRRIGATION**

Joe Claro will make a formal submission regarding irrigation and landscaping. In an effort to improve area landscaping service Joe Macarelli again met with Hank Johnson of Beechtree Landscapers to:

1. Receive a breakdown of exactly what contracted services we are entitled to receive and
2. How, within the scope of these services, the overall appearance of Country Club Circle can be improved.
3. Elimination or at least significant reduction in the presence of several weeds that currently exist.

## JCCV Variance Report for April 2018

1-Legal/Accounting is \$417 (62%) under monthly straight lined budget because we had our 2018 tax return prepared in March. This is the normal \$250 annual charge for the return and we had no legal expenses in April.

2-Insurance is \$2521 (7%) under monthly straight lined budget because our premiums went down June 2017.

3-Maintenance/Repairs/General is \$179 (11%) over budget because of ABC Fire Extinguishers testing, which was not budgeted (\$198).

4-Electrical Feed Upgrade is \$5880 (52%) of the annual budgeted amount. This is a one time expense to upgrade 4 buildings that had "bare" wiring. All buildings were inspected and no more need to be upgraded so this account will be underspent the rest of the year.

5-Pest Control -Interior is \$235 (24%) under budget.

6-Landscape Replacement/Supplies is \$851(85%) under budget because most of the expense occurs in the fall/holidays. (Note this is after \$250 for a new foxtail palm at 834 is moved out of this account to 6101.01 "New Shade Trees".)

7-Irrigation repairs is \$537 (54%) under monthly straight lined budget because we had almost no expenses in April. (We spent \$451 to wire 6 zones in March.)

8-New shade trees is \$250 (50%) of the annual budgeted amount, due to the new foxtail palm planted at 834 replacing one that died.

9-Pool contract/repairs is \$426 (25%) over the monthly straight lined budget because Winchester cleaning cabana pool deck is budgeted in "Maintenance/Repairs general" but charged to Pool since it really belongs to pool and should have been budgeted there.

10-Water/Sewer is \$336 (42%) under the monthly straight lined budget.

11-Electricity is \$514 (27%) over the monthly straight lined budget. Winter months are normally the most expensive so this should get back on track as the year progresses.

12-Interest expenses for the PAC loan to pay our annual insurance premium is \$593 over monthly straight lined budget because it was budgeted as part of "5200-Insurance" but actuals need to be journaled as a separate line item for Balance Sheet and P&L purposes. It should have been budgeted here but budgets don't get moved.

13-Net income is \$1455 for April (\$4400 YTD), largely because we spent \$5880 on electrical feed upgrade but that is budgeted evenly spread over the year.

Remaining items are on budget or had no expenses for the month.

Judy Liston

Finance & Insurance

## IRRIGATION REPORT

After walk around with Joe Mac and Hank I had some time discuss with Hank the dryness and browning. Basically, he said that this time of year due to the lack of rain and in this case we are experiencing an unusually dry season, the problems we are seeing are not uncommon. He feels that once the rains come the grass will fill in where we have St. Augustine and Bermuda. Areas that do not and areas where the grass may be too far gone will require sod. He also noted that the area around the pool has a very large number of rotor heads which at best provide only so much water. To that end we increased the watering time for that station from 30 minutes to one hour. And, as I mentioned to you a couple of weeks ago I had him increase the watering percentages on each clock (with the exception of the clock behind your unit - explanation below). Hopefully we will see an improvement over time until the rains begin. It is unfeasible to increase the watering times on all stations or to increase the frequency due to available time constraints.

We need to replace the clock on the wall behind 897/898. Push button is non - functioning making it impossible to make adjustments. Cost to replace is \$201. I suggest we approve and get it done.

Jerri D. inquired about cutting back her Hibiscus plant. Hank will schedule that work in June. 817 inquired as to when his courtyard will get new sod. Again, Hank will schedule for June.

828 - Broken head at driveway repaired  
879 - Broken nozzle repaired  
889 - Broken head repaired, cleared two heads  
890 - Riser replaced  
903 - Broken head repaired  
907 - Clogged head cleared

Joe C.