

# Jacaranda Country Club Villas Condominium Association, Inc.

Board of Directors Meeting  
Monday, October 15, 2018 at 9:30am  
Jacaranda Country Club

**Call to Order:** The meeting was called to order by President Joe Macarelli at 9:30 am.

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

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

**Approval of Minutes:** **MOTION** made by Joe Macarelli, seconded by Joe Claro to waive the reading and approve the minutes from the September 17, 2018 Board of Directors Meeting. Motion passed unanimously.

**President's Report:** Presented by Joe Macarelli. (copy attached)

- Joe M. reviewed the President's Report.
- Joe discussed the website and the bulletin board at the pool. There was confusion regarding the meeting time and location. The website was not updated properly. However, the bulletin board had the correct information.
- Roof replacement should be finished by the end of October.
- Joe M. would like homeowner input for the Circle Newsletter.
- The Homeowner Directory will be updated quarterly and printed annually, if necessary.
- **MOTION** made by Joe Claro, seconded by Judy Liston to approve the President's report as presented. Motion passed unanimously.

**Financial Report:** Presented by Judy Liston. (copy attached)

- The Board reviewed the September Variance Report submitted by Judy.
- The Association is currently under budget for insurance.
- The electrical feed project has been completed
- The Association has gone slightly over in pest control but is currently under budget in maintenance. Irrigation is also under budget due to Joe Claro completing the repairs himself.
- A \$8,000 carry forward at end of year is projected for the end of the year at this point in time.

**ARC Applications/Requests**

- 865: **MOTION** made by Joe Macarelli, seconded by Joe Claro to approve the request from 865 Country Club Circle to replace 3 ornamental grass plants with an equal number of Association approved flowering shrubs and plant ground cover plants around the oak tree in the back. Motion passed unanimously.

- 817 and 831 Dirty roofs: The Board discussed roofs that need to be cleaned. Management will send letters to the owners who need their roofs cleaned. Joe M. and Bob Higgins will inspect the cleanliness of the roofs after the roof project is completed.
- 886- 888 Down spouts: The Board discussed the location of the down spouts being a safety hazard. Homeowners should only put the down spout out when it rains.
- The Association would like to have a community yard sale in January. A request will be sent to JWHA#1.

#### Committee Reports:

- a. Irrigation Report- submitted by Joe Claro. (copy attached)
  - Pressure tanks and switches replaced.
  - Beechtree has made changes to operational system to reduce the cycling demand on the pumps which should improve their life expectancy.
  - Watering is done on Monday, Tuesday, Thursday and Friday.
  - Exploring options to mitigate the overspray on the buildings and walkways.
- b. Pool
  - The pool needs to be tested daily. If someone would like to volunteer to assist in this process, please see Joe M.
- c. Pest Control
  - Joe M. is meeting with Pest Shield today to discuss rodent control.
  - Interior pest control will occur semi-annually.
- d. JWHA #1
  - Roads: Joe M. met with Roads Committee and they agreed to mill and fill the U by the pool cabana. Then continue to repair the rest of the roads over 3-5 years.

#### Unfinished Business:

- a. Pool furniture replacement
  - Diane Long met with several companies to obtain pricing for new pool furniture.
  - The suggestion is to replace the current pool furniture with white aluminum framed furniture, and square tables. They are considering blue and white color scheme
  - The Board discussed replacing the pool furniture over 3 years.
  - Phase 1- replace furniture surrounding the pool 10 chaise lounges and 5 side tables for \$2,690. The chaise lounges cost \$220 each and the side tables cost \$98 each.
  - Company will repair and replace the furniture, however there should not be any issues for at least 5 years.
  - **MOTION** made by Joe Claro, seconded by Judy Liston to spend \$2,690 on 10 chaise lounges and 5 side tables. Motion passed unanimously.
  - Diane requested permission to purchase 10 additional chairs for people who would prefer to sit in a chair rather than a chaise lounge. The Board decided not to purchase 10 additional chairs due to budgetary concerns.
  - Need life expectancy of new pool furniture.
- a. Expanding pool area

- Diane Long presented information on expanding the pool area.
  - Move the fence to gain an additional 8ft deep and 20ft long.
  - Move current plants along fence and replant what can.
  - Would like to place the 3 umbrella tables in the proposed new area.
  - Diane will get estimate to add pavers to new area- should not exceed \$2000.
  - A membership vote will be needed to expand the pool area.

**New Business:**

- a. Preliminary Budget Discussion: The Board discussed the community's "want" list and what can be done in the upcoming years.
- b. Reserve Line Items: The Board would like to keep the reserve items the same.
- c. Tree Trimming: **MOTION** made by Joe Claro, seconded by Judy Liston to approve Ultimate Tree Service to trim and remove dead palm trees for \$3,530. Motion passed unanimously.

**Resident Comments:**

- A homeowner brought up the idea of having Board meetings at the pool instead of paying \$50 per month to have them at the Country Club. The Association can use the space at no cost for the rest of the year but will need to pay a fee in 2019. If meetings are held at the pool there could be unforeseen weather issues and it is hard to hear people.
- Homeowners and the Board discussed painting.

**NEXT MEETING DATE:** Monday, November 19, 2018 at 9:30am at the Jacaranda Country Club Card Room.

**ADJOURNMENT:** With no further Association business to discuss, Joe Claro adjourned the meeting at 10:52am.

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.  
OCTOBER MEETING  
MONDAY, OCTOBER 15, 2018  
JACARANDA COUNTRY CLUB 9:30 A. M.**

**MISSION STATEMENT**

- 1. KEEP ALL RESIDENTS OF JACARANDA COUNTRY 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.**

**BOARD CONTACT INFORMATION**

**Residents should contact Joe Macarelli 603-554-7279 with issues requiring board resolution**

**COMMUNICATION**

The Circle Telephone directory is available on the JCCV website. I have a small quantity for those that do not have access to the website.

As of the October payment, residents receive quarterly billings via the US postal mail. Any resident that has not yet received the Sunstate billing by US mail should contact me so that the issue may be corrected before the next quarterly installment is due. I have learned there was a delay in depositing payments due to the Columbus Day Holiday. This has been reconciled.

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.

**CORRESPONDENCE**

Any resident that desires to make an improvement such as this is required to submit a request in writing to the board.

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.

**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 applications is thought to be sufficient. Any resident experiencing pest issues should contact Joe Macarelli. Note: PestShield will not respond to calls from residents.

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**

Joe Macarelli and past president Clayton Harrington – HOA1 Secretary, attended the Thursday HOA1 meeting to determine the status road improvements. It was stressed that the current road condition is a safety issue. The HOA1 roads committee met later that week to review the issue. The result was that they will submit recommendations to the HOA1 board for a five year partial mill and fill initiative beginning in 2019. HOA1 has published a list of amendments to their bylaws. These have been reviewed and appear to be of minimal impact to Jacaranda Country Club Villas as they are less imposing than the bylaws we currently follow.

## **BUILDINGS/ POOL**

The state of Florida requires that all pools be tested daily. Currently the pool maintenance vendors do this every Monday, Wednesday and Friday. Joe Macarelli and Arkady Senyak cover the remaining days. Any resident wishing to volunteer for this should contact Joe or Arkady.

The Circle is now at the time when the outside surfaces must be refreshed before February 2020. The Painting committee chaired by Lisa Claro met to develop painting recommendations. Any resident desiring to have input to this process should contact Lisa.

We are attempting to upgrade the appearance of the pool over the next three years. It is my belief that an attractive and inviting pool area improves property values. A pool committee has been formed to orchestrate this. These improvements cannot and will not impact HOA quarterly assessments. David and Diane Long are heading up a team of residents driving the investigation.

## **LANDSCAPING & IRRIGATION**

Over the past month the Board has authorized significant tree trimming in the southeastern section of the complex. This is phase one of an ongoing program to reduce and eventually eliminate dangers of falling tree limbs.

Joe Claro will make a formal submission regarding irrigation and landscaping. In an effort to improve area landscaping service Joe Macarelli and Joe Claro continue to meet 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.

## September Variance Report

1-Legal/Accounting is \$331 (22%) over the monthly straight lined budget and 92% of the annual budget (\$169 until the entire budget is spent for the year.)

2-Insurance is \$6548 (8%) under the monthly straight lined budget because our premiums went down. We have \$33,905 of the \$109,427 budget remaining less the \$1465 PAC Interest expense which was budgeted here but charged under item #17

3-Maintenance/Repairs/General is \$1465 (39%) under the monthly straight lined budget. We have \$1465 of the \$5000 budget remaining.

4-Electrical Feed Upgrade is \$6097 (53%) 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. This account has \$5303 budget remaining. This was used for the \$4800 trimming of large trees by George Brink in mid-August.

5-Pest Control -Interior is \$1270 (59%) over the monthly straight lined budget and 20% over the annual budget for the year. In total we have spent \$3430 which includes \$530 for rodent boxes which was not budgeted, and \$2900 for exterior bug treatment every other month thru September which was budgeted at \$2880 for the entire year. *This account will probably be overspent by atleast \$1320 by EOY.*  
(The bills were \$0 for Jan-Feb, \$725 March (exterior only), \$0 for April, \$400 for May (install 8 rodent boxes), \$725 for June (exterior only), \$0 for July, \$790 for August (\$65 rat boxes and \$725 exterior only), and \$790 for September (\$65 rat boxes and \$725 exterior only).

6-Landscape Replacement/Supplies is \$1725 (76%) under budget because most of the expense occurs in the fall/holidays. We have spent 18% of the annual budgeted amount thru August leaving \$2475 of the \$3000 budget to spend thru the rest of the year.

7-(Trim)Palm Trees over 15' is \$875 (47%) under monthly straight line budget. There is \$1500 remaining in the budget for the balance of the year.

8-Misc Tree trimming in August included trimming all the large oaks on the north, west and by the pool for \$4800 by George Brink. This was covered by the \$5303 surplus not needed in the electrical feed upgrade. So we still have \$2000 in this account for "normal" amount of tree trimming for the rest of the year.

9-Irrigation repairs is \$1727 (76%) under monthly straight lined budget because we had almost no expenses in April and July; \$0 expenses in May, June, August and September because Joe Claro is fixing most of the irrigation problems himself. (We spent \$451 to wire 6 zones in March.) This account has \$2477 of the \$3000 budget remaining for the balance of the year. On Sept 27 we installed a new tank and new pressure switch for the irrigation which cost \$893 and will hit the October financials and use up \$893 of the \$2477 remaining leaving \$1584 remaining.

10-New shade trees is \$250 (50%) of the annual budgeted amount, due to the new foxtail palm planted at 834 replacing one that died. We have \$250 remaining in this account for the balance of the year.

11-Drip Lines in common areas was \$175 in September to repair irrigation lines. This leaves \$1325 budgeted for the balance of the year.

12-Pool contract/repairs is \$655 (17%) over the monthly straight lined budget because \$160 Winchester monthly 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. Expense for September were \$290 for Aqua Doc, \$9.95 for Aqua Doc test strips, \$53 for Aqua Doc algae maintenance and \$160 for Winchester Cleaning. This account has \$645 remaining of the \$5200 budgeted amount.

13-Pool heater contract checkup of \$260 ,was done in September leaving \$0 remaining for the rest of the year.

14-Pool furniture has the entire \$1000 budgeted amount remaining for the rest of the year.

15-Water/Sewer is \$457 (34%) under the monthly straight lined budget. There is \$604 budgeted for the remainder of the year.

16-Electricity is \$280 (7%) under the monthly straight lined budget. There is \$1711 budgeted for the remainder of the year.

17-Interest expenses for the PAC loan to pay our annual insurance premium is \$1465 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.

18-Bad Debt expense is \$6810 which was not budgeted. We are writing it off because the statute of limitations expired.

19-Net income is \$2844 for September and \$8181 net income YTD.

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

Judy Liston

Finance & Insurance

## Irrigation Report

October 15, 2018

No major issues with the irrigation zones to report.

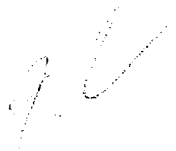
857 – Repaired broken riser

Replaced rotor head at entrance that had been dislodged by a vehicle.

The irrigation pump system was inspected this past month. The system as a whole is in good shape. The pressure tank and a pressure switch were found to be non-functional and have since been replaced.

Our contractor has tweaked the operation of the system. This will reduce the cycling demand on the pumps thereby improving their life expectancy. The watering schedule is now Mondays and Fridays and Tuesdays and Thursdays.

We are exploring ideas and options to mitigate overspray on the buildings and walkways. We're working to develop a phased plan that will eventually lead to a reduction in rust issues. Due to budgetary considerations, this will necessarily take time.

A handwritten signature in black ink, appearing to be 'J. L.', is located in the lower-left quadrant of the page.