

# Jacaranda Country Club Villas Condominium Association, Inc.

Board of Directors Meeting  
Monday, November 19, 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, Joe Claro, Ron Springall, and Lee Snell. 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 Lee Snell, seconded by Joe Claro to waive the reading and approve the minutes from the October 15, 2018 Board of Directors Meeting. Motion passed unanimously.

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

- Circle Directory- best way to keep up to date
- Discussed rentals and the application process.
- Pest Shield will be performing interior pest services on December 13<sup>th</sup>. Management will eblast a notice to homeowners and post at the bulletin board.
- JWHOA #1 has agreed to mill and fill the roads. This is an expensive process and will be done in sections. The first section will be the horseshoe around the pool area.
- Pool testing is done daily. The Board and homeowners are working together to improve the appearance around the pool area. This will be completed in stages and is projected to be complete in 3-5 years.
- Many of the buildings have rust due to the sprinklers. Joe Claro is working closely with Beechtree to find ways to resolve this issue.
- There is more tree trimming planned in 2019. The trees behind 899-905 and the large oak in the courtyard will be trimmed.
- The Board is working on improving the landscaping by altering the irrigation system.

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

- Judy reviewed the October 2018 variance report.
- The Association is over budget on tree trimming and under budget on irrigation.
- The net income is a \$725 loss for October due to the \$3,530 spent on trimming the palm trees over 15'. The year to date net income is \$7,455.

**ARC Applications/Requests**

- 845: **MOTION** made Lee Snell, seconded Joe C. to approve the request from 845 Country Club Circle to replace the windows. Motion passed unanimously.

### CORRESPONDENCE:

- a. Circle Newsletter: Ron is not here in the summer and has not been receiving not updates therefore, no newsletter presented. The Board agreed that the President's Report will become the newsletter.

### Committee Reports:

- a. Irrigation Report: submitted by Joe Claro. (copy attached)
  - There were a few issues at 891, 905 and 907.
  - The new zoning map is almost complete.
  - Joe is going to meet with Hank to see about adjusting heads to limit spray on the buildings since the pressure tank has been replaced.
  - The Board is working on a 3-year program to change irrigation to limit spray on buildings and walkways.
- b. Grounds
  - Joe M. and Ron will meet to discuss the grounds since Ron has been out of town.
- c. Insurance
  - The Association has not received a renewal cost yet. The proposed 2019 budget has allotted for a 5% insurance increase plus an additional \$2,000 in case of deductibles.
- d. Pool Areas
  - Pool Committee: **MOTION** made by Judy Liston, seconded by Joe Claro to form a pool committee and appoint Diane Long as chairperson. Motion passed unanimously.
  - Pool Furniture: **MOTION** made by Judy Liston, seconded by Joe Claro to approve the purchase of 10 additional chairs for \$880 to be paid out of the expense budget. A discussion followed. The President called for a vote; there were 3 Yes votes (Joe M., Joe C., and Judy) and 2 No votes (Lee and Ron). **MOTION PASSES.**
- e. Pest Control
  - Interior pest control will be conducted on Thursday, December 13<sup>th</sup> by Pest Shield.
- f. JWHOA #1
  - Discussed amendment changes. The vote is still open, please submit a proxy if you have not already done so. The JWHO#1 will be meeting on December 6, 2018.
  - The Master Association assessments remain the same at \$350 per year.

### Unfinished Business:

- Preliminary Budget Discussion
  - The Board discussed the proposed 2019 budget.
  - **MOTION** made by Lee Snell, seconded by Joe Claro to approve the proposed 2019 budget as presented with a \$25 increase to be sent to homeowners and to be voted on at the December budget meeting. Motion passed unanimously.

### New Business:

- The Board discussed having the walls pressure washed. **MOTION** made by Joe Claro, seconded by Judy Liston to approve pressure washing the walls for \$650. **MOTION** passed unanimously.

### Resident Comments:

- Discussed pressure washing roofs. Bob Higgins and Joe M. will perform a walk thru of the property and determine what roofs need to be cleaned.
- Discussed trimming oak tree by the pool, homeowners do not want it thinned out too much.

**NEXT MEETING DATE:** Monday, December 10, 2018 at 9:30am at the Jacaranda Country Club Card Room.

**ADJOURNMENT:** With no further Association business to discuss, Lee Snell adjourned the meeting at 10:42am.

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.  
NOVEMBER MEETING  
MONDAY, NOVEMBER 19, 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.

Jacaranda Country Club Villas is part of a group of home owner associations overseen by Jacaranda West Homeowners Association #1 herein identified as HOA1. In September we were sent a proposal for changes to the HOA1 covenants. These changes are mostly expansions of long standing association covenants. Communications observed over the last weeks reveals that there are residents unaware of the changes proposed. All JCCV residents should have received a detailed explanation of these changes that they may vote to approve or disapprove of the issue at hand. Please review the mailing and if you have not voted to approve or disapprove of the suggested language please do so.

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 bulletin 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. Please note; only entire dwellings may be leased and for a period of not less than six months.

**PEST CONROL**

The application semiannual application of environmentally friendly insect control products within the residential areas will take place on December 13 2018. 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 poison feed trays at the corners of several buildings. PestShield will monitor these eight trays monthly and when no activity is observed, we will move the trays to 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, continue to work with HOA1 on improvement of the road. One difficult roadblock is the issue of constant water piping repairs occurring between 815 and 841 which slows HOA1 resolution of road safety. The Board has stressed that this is a county issue and will be addressed by the county when a leak occurs. To that end, a multi-year improvement plan for the JCCV road has been submitted by HOA1 road committee for budget consideration. The board continue to meet with HOA1 to ensure this proposal moves forward.

## **LANDSCAPING**

Of serious concern is water staining of multiple areas and buildings of the circle. A corollary to this is the appearance of the landscaping in and around buildings especially during the dormant months. The board is proposing a multi-year plan to alleviate these issues. Until such time as this can be completed we have suspended the proposed repainting of the residences. Joe Claro will work with Beechtree. Landscaping to reduce sprinkler spray on buildings and structures while improving plant and lawn irrigation systems.

## **POOL and BUILDINGS**

The board has agreed to move forward toward improvement of the pool and buildings appearance. Over the next few years we will be purchasing pool furniture; tables, chairs and lounges that have been recommended by a committee of residents chaired by Diane Long. Further Lisa Claro has put together a group of residents to develop a painting scheme going forward. While budget constraints prohibit these recommendations from immediate implementation the board has agreed to an approach that should be completed before the end of 2022. The first installment will be to replace some of the pool furniture. This has been purchased and will be delivered in December. The buildings painting will commence after the irrigation systems are improved.

## **BUDGET**

The Board has completed its budget review and has developed a budget for 2019. As the budget is not yet been finalized the proposed budget will be presented at the annual meeting. The HOA-1 has however been approved and it was reported at the annual meeting that the \$300 annual membership payment will remain the same.

## October Variance Report

- 1-Legal/Accounting is \$165 (8%) 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 \$7397 (8%) under the monthly straight lined budget because our premiums went down. We have \$25,635 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 \$1882 (45%) under the monthly straight lined budget. We have \$2715 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 \$1225 (51%) over the monthly straight lined budget and 43% over the annual budget for the year. In total we have spent \$3625 which includes \$530 for rodent boxes which was not budgeted, and \$3095 for exterior bug treatment every other month thru October which was budgeted at \$2880 for the entire year. There is another \$725 treatment scheduled for December 11.  
(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), and \$195 for October.
- 6-Landscape Replacement/Supplies is \$1881 (75%) under budget. We have spent 21% of the annual budgeted amount thru August leaving \$2381 of the \$3000 budget to spend thru the rest of the year.
- 7-(Trim)Palm Trees over 15' is \$2447 (117%) over the monthly straight line budget. In October we spent \$3530 to trim 95 palm trees over 15' and remove 4 diseased palms. YTD we spent \$4520 on palm trees over 15'. All of the \$3530 October charge was charged to this account which used up the \$1500 remaining budget plus the \$2000 remaining in the Misc Tree trimming account. So both tree trimming accounts have \$0 remaining.
- 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. We had \$2000 in this account for "normal" tree trimming at the end of August, which was "used" in October toward the \$3530 to trim 95 palm trees over 15' and remove 4 diseased palms. So Misc Tree trimming has \$0 remaining as does Palm Trees over 15'.
- 9-Irrigation repairs is \$1084 (77%) under monthly straight lined budget because we had almost no expenses in April and July; \$0 expenses in May, June, August and September, we spent \$893 to install a new tank and new pressure switch in October. (We spent \$451 to wire 6 zones in March.) This account has \$1584 of the \$3000 budget remaining for the balance of the year because Joe Claro has fixed most of the irrigation problems himself.
- 10-Tree replacement 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 but cannot replace palms that died due to ganaderma butt rot as the soil needs to "rest" for several years so get rid of the fungus.
- 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 \$712 (14%) 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 \$155 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 \$426 (27%) under the monthly straight lined budget. There is \$829 budgeted for the remainder of the year.

16-Electricity is \$462 (11%) under the monthly straight lined budget. There is \$1417 budgeted for the remainder of the year.

17-Interest expenses for the PAC loan to pay our annual insurance premium is \$1645 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 a \$725 loss for October due to the \$3530 spent on palm trees over 15'. Net income is \$7455 YTD.

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

Judy Liston

Finance & Insurance

## Irrigation Report

November 19, 2018

905 – Broken pipe, overspray on building

905/907 – Need to move two rotor heads due to interference from bushes

907 – Nozzle popped off – Repaired

905/907 – 5 clogged heads – Cleared

891 – Broken pipe or riser

Misc. notes – Zone map is almost complete. Need to set up a meeting with Hank regarding the excessive overspray on buildings since the pressure tank replacement.

A handwritten signature in black ink, appearing to be 'J/R' or similar initials, located in the lower-left quadrant of the page.