

Jacaranda Country Club Villas Condominium Association, Inc.

Board of Directors Meeting
Thursday, January 24, 2019 at 10:30am
Jacaranda Public Library

Call to Order: The meeting was called to order by President Joe Macarelli at 10:30 am.

Determination of a Quorum: A quorum was established with Joe Macarelli, Joe Claro, Ron Springall, and Lee Snell. Judy Liston arrived at 11am. Also present was Kim Delaney with Sunstate Management.

Proof of Notice: Meeting Notice was posted 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 December 10, 2018 Board of Directors Meeting. A discussion followed, and a vote was called. The motion passed with 3 YES votes (Joe M., Joe C., and Lee Snell) and 1 NO vote (Ron Springall) since he had not read the minutes since they were sent out until the night prior to the meeting.

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

- Circle Telephone Directory is available, please contact Joe Macarelli for a copy. The Directory is also available online and is password protected. The password is **jccv*18**.
- JWHOA#1 passed several amendments, if you would like a copy see Joe Macarelli.
- Board meetings will be held at the Jacaranda Public Library for 2019.
- The bulletin board is updated on a weekly basis.
- All requests for alterations to need to be put in writing on the request form which is available online and at the pool.
- The Garage sale was successful.
- Budget was approved at the last meeting. The quarterly assessments are \$725 for 2019. Late fees will not be applied until February 1st.
- Joe M. is working with JWHOA#1 on redoing the roads. He will be meeting with the roads committee within the next week or so.
- The Association's pest control does not cover rodent control within the unit, that is the homeowner's responsibility. However rodent boxes have been placed outside the units and are maintained under the Association's pest control contract.
- Pool furniture has been purchased and delivered.
- **MOTION** made by Ron Springall, seconded by Joe Claro to approve the President's report as presented. Motion passes unanimously.

Financial Report: Presented by Judy Liston. (see attached)

- Judy reviewed the financial report from the December 31, 2018 financials as presented.
- The Board discussed the owner's that are currently in arrears. Late fees will not be added to accounts until after February 1st.

ARC Applications/Requests

- 891- paver replacement. APPROVED
- 898- removal of dying bush. Ron will research and find out if the bush was planted by the association.
- 887- light post is loose. Ron will inspect.
- 865- replacing bush. Hank will handle this. APPROVED
- 835- dead palm tree. Hank will remove, since the soil is contaminated he will recommend what to plant there that will not die. APPROVED
- 801- dead bushes on inside wall. Ron will inspect and advise the Board of how to proceed.
- **MOTION** made by Ron Springall, seconded by Lee Snell to approve the requests for 891, 865, and 835 Country Club Circle. Motion passed unanimously.

Correspondence:

- a. Circle Newsletter is similar to the President's Report. It is eblasted to homeowners as well as posted online.
- b. Owner's Directory- being updated and current directory is available online.

Committee Reports:

- Irrigation Report: Presented by Joe Claro.
 - Drip line project is under way and will be a slow process. The goal is to have the 1st 6 buildings completed by the end of March.
 - Discussed drip lines that were installed by homeowners.
- b. Grounds
 - Previously discussed under requests.
 - a. Vice Presidents Report
 - Ron discussed the appropriate and inappropriate parking of vehicles.
 - c. Insurance
 - The Board discussed the Association's insurance policies and having the insurance agent attend a Board meeting in the spring.
 - d. Pool Areas
 - Need to find out when pool needs to be resurfaced. Management will contact the pool company and see if they have that information.
 - e. Pest Control
 - Interior pest service has been completed and will be done again in the spring.
 - f. Safety
 - The fire extinguisher testing is due in March.

MOTION made by Joe Claro, seconded by Lee Snell to accept the committee reports as presented. Motion passed unanimously.

Unfinished Business:

- a. Pool Area Expansion- will be discussed at a later date.

New Business: None.

Resident Comments:

- Homeowner has an issue with the mulching; his area was not completed. Ron explained that due to the amount of money that was approved only the areas by the road were mulched.
- Homeowner asked what the standard is for the pebble area and if a specific type must be used. The Association's documents do not state what type of material needs to be used.

NEXT MEETING DATE: With no further, Association business to discuss Lee Snell adjourned the meeting at 11:39am.

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, JANUARY 19, 2019
JACARANDA COUNTRY CLUB 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.**

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 which have since been approved are mostly expansions of long standing association covenants. All JCCV residents should have received a detailed explanation of these approved changes.

At the JCCV pool is a communication bulletin board. All JCCV administrative announcements and JCCV schedules are located within this board. Kim Delaney, JCCV Management Sunstate Management Representative, and Joe Macarelli meet weekly to go over administrative issues and update the bulletin board. If a resident would like to post information and/or announcements within this bulletin board they can bring the posting to me and it will be added to the bulletin board during the next weekly change-over.

All future JCCV Board meeting will be held at the Jacaranda library resulting in a budget savings of \$600

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.

GARAGE SALE

The JCCV Yard sale has been approved and will continue to be held in January. Kris Memole is coordinating this initiative.

BUDGET

The Board has completed its budget review for 2019. This budget, delineating a maintenance fee increase of \$25/quarter to \$725 was unanimously approved at the December 10 meeting. There has also been a complete revision of the Reserves Budget to allow for funding of major expenses going forward. The increase is due to a reserves audit done by board members for the 2019 budget. A special thanks Treasurer Judy Liston and all board members for all their diligent work in completing this very complicated and wearisome task. All these revisions have been included in the maintenance budget increase.

Due to the late (December 10) approval of this budget invoice mailings for January were sent out a little later than usual, therefore, late charges and fees will not be assessed until Feb1.

The HOA-1 budget has been approved and it was reported at the annual meeting that the \$350 annual membership payment will remain the same.

HOA1

Joe Macarelli continues to work with HOA1 on improvement of the road. It appears this project will be done in multiple stages as the expense is beyond what is budgeted. One difficult roadblock is the issue of constant water piping repairs occurring between 815 and 841 which had slowed HOA1 resolution of road safety. The Board has stressed the HOA1 board that this is a county issue and will be addressed by the county when a leak occurs. To that end, the 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.

PEST CONROL

The semiannual application of environmentally friendly insect control products within the residential areas is complete. Any resident experiencing pest issues should contact Joe Macarelli.

Note: PestShield will refer all calls to Joe Macarelli for approval and will not respond to calls from residents.

PestShield has installed rodent poison feed trays at the corners of several buildings. PestShield will monitor the trays monthly. 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.

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 has begun 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 is working with Beechtree Landscaping initiative this initiative on to reduce sprinkler spray on buildings and structures while improving plant and lawn irrigation systems. Joe has stressed this will maintain existing plantings but should be considered inadequate for watering new or immature plants.

POOL and BUILDINGS

The board has purchased 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 buildings painting will commence after the irrigation systems are improved.

There was a leak at the Pool pump room and restrooms resulting in excessive county water bills. This has been remediated.

JCCV Variance Report for December 2018.

1-Legal/Accounting is \$1831 thru December vs \$2000 budgeted for the year.

2-Insurance is \$100,332 thru December vs \$109,427 budgeted for the year.

3-Maintenance/Repairs/General is \$3755 thru December vs \$5000 budgeted for the year.

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 \$3775 vs \$2880 budgeted for the year. We budgeted for 4 treatments at \$725 each. We also spent \$595 for rodent boxes which was not budgeted. (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 and \$65 rat boxes for November and \$85 for December. We are \$895 overbudget due to the rat boxes which were not budgeted.

6-Landscape Replacement/Supplies is \$979 vs \$3000 budgeted for the year.

7-(Trim) Palm Trees over 15' is \$4530 vs \$2500 budgeted. In October we spent \$3530 to trim 95 palm trees over 15' and remove 4 diseased palms. 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 is \$4800 vs \$2000 budgeted. 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 \$1603 vs \$3000 budgeted. Joe Claro did much of the work, so we had almost no expenses in April and July; \$0 expenses in May, June, August, September, we spent \$893 to install a new tank and new pressure switch in October, \$0 in November and \$188 in December. (We spent \$451 to wire 6 zones in March.)

10-Tree replacement is \$250 vs \$500 budgeted, due to the new foxtail palm planted at 834 replacing one that died.

11-Drip Lines in common areas was \$175 to repair irrigation lines vs \$1500 budgeted.

12-Pool contract/repairs is \$5998 vs \$5200 budget. It is over 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. November expense was \$160 for Winchester cleaning the pool deck and \$290 for Aqua Doc pool service. December expense was \$290 for Aqua Doc and \$213 for Winchester cleaning the cabana.

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

14-Pool furniture has \$1000 budgeted amount remaining though the Board authorized \$967 for 10 pool chairs to be paid in December since we thought (by mistake) that 10 had been ordered. Only 6 chairs were ordered and that was charged to "reserves" by mistake, so we will need a correcting journal entry before the books close for December. This

corrected line will say \$565 spent of \$1000 budget. (And pool reserves account # 3530.01 will have a \$16,033.06 balance instead of \$15,468.06)

15-Water/Sewer is \$2088 vs \$2414 budget.

16-Electricity is \$5435 vs \$5726 budget.

17-Interest expenses for the PAC loan to pay our annual insurance premium is \$2006 and 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 ordinary income is a \$11,158 for the year. This will change to \$10,593 because \$565 of pool furniture will move from reserves to expense.

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

Judy Liston

Finance & Insurance