

Jacaranda Country Club Villas Condominium Association, Inc.

Board of Directors Meeting
February 11, 2018 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, Judy Liston and Lee Snell. Also present was Kim Delaney from 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 Judy Liston; seconded by Joe Lee Snell to waive the reading and approve the minutes from January 24, 2019 as presented. Motion passed unanimously.

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

- The JCCV bulletin board is located at the pool. Joe and Kim review the bulletin board on a weekly basis. If a homeowner would like an item posted on the board, speak with Joe M. and he will have it posted.
- If a resident would like to make an improvement to their property, a written request must be submitted to the board for approval.
- If a resident would like to make a change to their existing landscape, written approval is also needed. Ron will work with the homeowner and Hank to do their best to accommodate the request.
- JWHA#1 is working on repairing the roads in JCCV over 4 years. In 2019 the roads will be patched with an elastomer filler for the existing cracks. In 2020 the mill and fill process should begin.
- Pest Shield monitors the rodent boxes monthly and submits a report to Joe M.
- ABC Fire will be inspecting fire extinguishers in March.
- **MOTION** made by Ron Springall, seconded by Joe Claro to approve the President's Report as presented. Motion passed unanimously.

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

- Judy reviewed the financial report from the January 31, 2019 financials as presented.
- Pool reserves through the first quarter are \$18,667.
- Over budget items include: water/sewer and electric.
- Discussed the A/R. There are 3 homes currently past due on the 1st quarter assessment.
- **MOTION** made by Lee Snell, seconded by Ron Springall to approve the Financial Report as presented. Motion passed unanimously.

Applications/Requests

- 875 purchase application has been received.
- The Board requests that homeowners have renters fill out rental applications. A discussion followed regarding the documents and rental policies.

Correspondence:

- a. Circle Newsletter- Joe M. is in the process of improving the newsletter.
- b. Owner's Directory- being updated and current directory is available online.
- c. Website- discussed website and how to improve it.

Committee Reports:

- a. Irrigation Report: Presented by Joe Claro.
 - Driplines for 3 buildings have been completed. 3 more buildings will be completed this year.
 - Changes were made to several sprinkler heads at the front entrance to mitigate the overspray on the wall.
- b. Grounds: Presented by Ron Springall. (copy attached)
 - Ron discussed dead tree removal and replacement at units 801, 817/819, 831/835 and 859. Also, trees were installed at unit 819 and 859.
 - Dead plants were removed and replaced at units 801 and 898.
 - Lamp Posts- The Board discussed the lamp posts throughout the Association. 42 of 75 lamp posts were leaning and needed attention. Many of the light posts need to be painted. **MOTION** made by Ron Springall, seconded by Joe Claro to approve adding a second line to the Lamppost budget to become "line 6100.08 Lamppost Light Fixture Replacement." Motion passed unanimously.
 - Mulching----**MOTION** made by Ron Springall, seconded by Joe Claro to approve additional Curb Appeal Mulching to equal the areas mulched in December 2017. The cost for the additional mulch and installation is \$438. The Board discussed the budget and the money budgeted for mulching in 2019. Vote: YES- 2 (Ron Springall and Joe Claro) NO- 3 (Judy Liston, Joe Macarelli, and Lee Snell. The motion did not pass.
 - There are several lights that remain on all of the time.
 - **MOTION** made by Joe Claro, seconded by Lee Snell to accept the Grounds Report as presented. Motion passed unanimously.
- c. Vice Presidents Report
 - Ron discussed the appropriate and inappropriate parking of vehicles.
- d. Insurance
 - Mike Angers from Brown and Brown Insurance will attend the Board of Directors meeting being held on April 15, 2019.
 - **MOTION** made by Ron Springall, seconded by Lee Snell to approve the Insurance Report as presented. Motion passed unanimously.
- e. Pool Areas
 - There were issues with the pumps, heater, and water flow the past few weeks. All the issues have been resolved.
 - The pool cabana roof needs to be pressure washed.
- f. Pest Control
 - Interior pest service has been completed and will be done again in the spring.
- g. Safety
 - The fire extinguisher testing is due in March.

h. JWHO#1: Previously discussed under the President's Report.

Unfinished Business:

- a. Pool Area Expansion- Joe M. would like to investigate adding solar panels to the cabana roof to supply heat to pool or electricity to the pool. Joe M. will investigate both ideas.

New Business:

- b. Lamp Posts- The Board discussed the lamp posts and replacing the current posts with new posts. **MOTION** made by Ron Springall, seconded by Joe Claro to use the remaining \$120 in the lamp post budget to purchase mulch. Motion passed unanimously.
- c. 890- The oak tree root has grown under the foundation. The Board discussed stripping the root. The root can be stripped up to 30% and the tree should remain upright.

NEXT MEETING DATE: Annual Meeting, Monday, March 11, 2019 at 11am at the Jacaranda Public Library.

ADJOURNMENT: With no further Association business to discuss, Lee Snell adjourned the meeting at 12:06pm.

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.
FEBRUARY MEETING
MONDAY, FEBRUARY 11, 2019
JACARANDA COUNTRY CLUB 9:30 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

A very successful garage sale was held on January 19 with very little inconvenience to non-participants. Many thanks to Kris Memole event coordinator and all who participated especially those who spent significant time preparing the road for the traffic influx.

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 Feb 1.

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. The first phase scheduled for middle 2019 is the patching with an elastomer filler existing cracks. Beyond this, a multi-year improvement plan for the JCCV road has been submitted and approved by HOA1 road committee. The board continue to meet with HOA1 to ensure this proposal moves forward. Many thanks to Ron Springall, Larry Norris and Clayton Harrington for assisting in this initiative.

PEST CONTROL

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 within the circle. A corollary to this is the appearance of the landscaping in and around buildings especially during the dormant months. The board has begun a multi-year plan to alleviate both these issues. Joe Claro is working with Beechtree Landscaping on the initiative to reduce sprinkler spray on buildings and structures while improving plant and lawn irrigation systems. Joe has stressed the installation of these new drip lines will maintain existing plantings but should be considered inadequate for watering new or immature plants. Until such time as dripline installations can be completed we have suspended the proposed repainting of the residences. Further the Board has agreed to work with Beechtree to determine the resources required maintain all driplines.

Upon completion of the first phase we will begin a program of regular wall washing to remove water stain. This will be accomplished by resident volunteers.

The board approved mulch be applied in common areas along the Circle. Ron Springall will speak to this later in the meeting.

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. 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.

Several issues at the pool have cropped up in the past few weeks. These have been alleviated.

ABC Fire Extinguisher service will be inspecting residential extinguishers in March. The exact date is yet to be determined however this will be sent out by email blast when finalized.

Variance Report for January 2019.

1-Water/Sewer is \$53 over the \$156 budget, perhaps due to the leak we had recently.

2-Electricity is \$297 over the \$450 budget which is normal for the winter months, trying to keep the pool heated.

Pool Reserves thru 1st quarter (March 31) are \$18,667.

Remaining items are on or under budget.

The A/R Aging report shows that three units are 30 days behind on January 1 dues and some made payments other than the \$725 that was owed, leaving a balance due ranging from \$25 to \$725. Unit 26 that the bank is foreclosing on owes \$1670 and is not paying. Unit 08 which is for sale has paid the substantial part of their backlog, leaving \$300 owed.

Judy Liston
Finance & Insurance

Grounds/Buildings/Documents Report

By Ron Springall

February 11, 2019

Further to the items pre-approved for replacement or repair (4 Trees, 5 Plants & 1 Lamppost) at the January 21, Directors Meeting be advised as follows:

DEAD TREE REMOVAL & REPLACEMENT

Units 801, 817/819, 831/835 & 859

4 Trees are on backorder (**one will be replaced no charge**) Estimate Completion Date (ECD) February 13. (**COST \$360.00**)

Units 819 Courtyard: Stump Removed & Tree installed February 4
(**COST \$120.00**)

Unit 859: Tree under warranty has been removed replacement to be installed February 13. (**NO CHARGE**)

DEAD PLANTS REMOVAL & REPLACEMENT

Inside Wall @ Unit 801: 2 plants removed, replacement on backorder (ECD) February 13. (**COST \$30.00**)

Unit 898: 3 Plants removed & New Plants installed February 4. (**COST \$45.00**)

LOOSE LAMPPOSTS

Upon checking the Lamppost at Unit 887 (It was leaning 40 degrees) the writer decided to check the condition of every Lamppost. The total needing repair (**45**) are listed below:

801, 805, 807, 809, 811, 815, 817, 821, 822, 824, 825, 826, 827, 828, 829, 831, 833, 835, 836, 839, 847, 849, 853, 855, 857, 859, 863, 873, 875, 877, 880, 881, 882, 884, 885, 887, 889, 891, 892, 895, 897, 898, 899, 901, 905.

With insufficient budgeted funds available to complete this project the writer volunteered to secured each of the 45 Posts with the help of 50lbs of Sand and 170lbs of Gravel.

In 2017 the Board hired a handyman to secure the Lampposts. I am positive that many of us are at a loss to determine why after less than two years so many posts would be loose. Personally I suspect the culprit is the lawn mowers bumping into the posts. I will discuss this with a Beechtree representative and hopefully find a solution.

The Community has 72 Lampposts which are subject to repairs, painting and Light Fixture replacement.

NOTE 1: Currently many of the posts are in need of a fresh coat of paint.

NOTE 2: Repair & paint should be a yearly project. The estimated average yearly cost is \$500.

MOTION: The writer moves that the Board approve adding a 2nd line to the Lamppost Budget to become "line 6100.08 Lamppost Light Fixture Replacement"

NOTE 3: In the year selected to replace the light fixtures the Board should consider obtaining Owner's input (type/colour/style) on the possibility of installing a much more decorative fixture which would be subsidized by each Owner.

RUST REMOVAL FROM UNIT FRONT GARAGE WALLS

801, 805, 809, 811, 813, 826, 828, 847, 849, 851, 859, 861, 865, 867, 877, 881, 885, 887, 889, 891, 897, 899, 901, 904, 906,

Due to Unit Owner comments during the January Board Meeting the writer was asked to respond at the February meeting to the following:

1. Confirm that the Curb Appeal mulch installation performed by Beechtree was completed as per the agreement.
2. President Macarelli requested that the writer make a recommendation in regard to any further Curb Appeal mulching that may be required.

#1 Above: All areas outlined in the agreement were mulched, however they was one area under-mulched (Unit 853) which has been corrected.

RECOMMENDATION

#2 Above: The majority of Unit Owners would most likely agree that the appearance of our Grounds, Buildings, Road & Pool are the sole factors in determining a person's opinion of our community. Therefore, the writer's recommendation regarding Curb Appeal Mulching remains unchanged from his November 2018 recommendation.

MOTION: The writer moves that the Board approve additional Curb Appeal Mulching to equal the areas mulched in December 2017. The cost for the additional mulch and installation is \$438.00.

NOTE 4: In previous budgets mulching was expected to cost \$2,000.00 for some unknown reason to the writer the mulching budget was reduced to \$1,150.00. I suspect one or more persons is trying to ensure that the Association is cost prohibited from mulching all of the areas necessary to provide a perfect Curb Appeal view. The writer strongly recommends that in the next Budget this amount be increased to at least \$2,000.00.

REMINDER: CURB APPEAL IS VERY IMPORTANT TO THE VAST MAJORITY OF OUR UNIT OWNERS.

LIGHT BLUBS - GARAGE DOOR WALL AND/OR LAMPPOST

The lights remain on 24/7 at the Units listed below:

*826 X 3, *849 X 3, •877 X2,

•882 X 2, 905 X 1, 907 X 1,

MOTION: The writer moves that the Board approve the purchase of 6 dusk till dawn auto lights at a cost of \$ 7.62ea. or \$45.72 Plus tax

Also 6 additional lights with the cost assessed to each Owner as follows:

Units 826 & 849, \$15.24ea. plus tax

Units 877 & 882 \$7.62ea. plus tax

UNFINISHED BUSINESS

Items not included on January 2019 Agenda are:

1. Amendments to the Association Documents as proposed by the 2017/2018 Documents Committee remain outstanding.
2. The Association's By-Law document posted on our official website states that Keys Caldwell is the Association Property Manager (see article 1.1).
3. Expansion of Pool Floor Area.

Respectively Submitted

