

Minutes: Audubon Landing HOA Board Meeting

September 24th, 2018 6:30 PM

West Meadows Community Center

Call to Order – Maury Rakes. 6:30PM

- Attendee Recognition – M. Rakes. **A quorum of the Board was established with all five Board Members in attendance. Six (6) Members were in attendance at the meeting as well.**

- Updates To Agenda. **Discuss Covenants of the Association in New Business**
- Secretary: Minutes August 27th, 2018 – Board of Directors. **Motion made by John Garcia to approve the meeting minutes as submitted, David Ritchie seconded. The motion was unanimously approved.**
- Treasurer: Financial Report YTD August 2018 – J. Garcia. **John Garcia reviewed and discussed the financial report through August 2018. Motion made by Marie Austin to approve the Treasurer's Report, seconded by Debby Amon. The motion was unanimously approved.**

- Without Meeting Confirmation – Maury Rakes
 - Pool Repairs for a new shower chain and a new escutcheon for the hand rail on the stairs for the cost of \$160.39.
 - Pool Repairs to install a new auto fill valve float for the cost of \$116.36 including tax and labor.
 - Additional Sod Replacements for the cost of \$4,352.50 to be funded by the Reserves.
 - **Motion made by Marie Austin to approve the action without a meeting approval, seconded by Debby Amon. The motion unanimously passed.**

- Individual Reports:
 - Pool – D. Ritchie. **David Ritchie reported that the pool escutcheon, auto fill valve float and shower pull chain have been repaired. David also reported that during the mulch project residue from the mulch was in the pool water. The pool vendor has been on site to clean the pool and remove all the residue.**
 - Gate – M. Rakes. **There has been one concern since the last meeting. The sensor for the entrance gate was blocked by the new mulch. This concern was addressed by the gate vendor and the gates are functioning correctly.**
 - Landscape & Irrigation Update – M. Austin. **The mulch and sod projects have been completed. Duval Landscape has submitted the proposal for the additional sod needed throughout the Association. Likewise, Duval will be working to have the mulch in some areas raked back to the correct position.**
 - Sod Replacement 19116 Lake Audubon and 19120-22 Lake Audubon Discussion. **The Board discussed the sod needed at 19116 Lake Audubon and at 19120-19122 Lake Audubon that is needed due to the Owners installing drains on their Lot. After discussion, the Board agreed that the Owners of these Lots are required to have the damaged areas resodded.**
 - Communication/Newsletter Committee – J. Garcia. **No report to submit at this time.**

Melrose Management Reporting:

- Attorney Letters - Issued by Reason. **None to review at this time.**
- Past Due Proof of Insurance Letters – Issued by Resident. **Reviewed and discussed.**
- Past Due Status. **Reviewed and Discussed.**
- Violation Letters sent. **Reviewed and Discussed.**
- Violation Letters sent
 - Stage 3 Notices Review and approval to fine and escalate to the Violation Review Committee. **The Board discussed the stage 3 violations for the following Lots: 19144 Lake Audubon for the required cleaning to the columns that line the walkway, 19148 Lake Audubon for the required lanai cleaning, 19184 Lake Audubon for the required repairs to the damaged stone on the Dwelling. Motion made by John Garcia to impose a fine of \$100 per day up to 10 days totaling \$1,000 in aggregate, contingent on the Owners not curing the violations within the allowable thirty (30) day timeline as stated on the notices the Owners received and contingent on the results of the Violation Review Committee Hearing, seconded by Debby Amon. The motion unanimously passed.**

Old Business:

- Landscaping Committee – Report. **Debby Amon reported that the Landscaping Committee met on Friday August 31st, 2018 and provided a report for the Board's review. The Committee will continue to work on a master plan for the Association's landscaping at future meetings.**
- Towing Vehicles Discussion. **The Board discussed the towing rules/policy for the Association. After discussion, this topic was tabled until the next meeting to allow the Board additional time to review this concern.**

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New Business:

- 2019 Budget Discussion and Approval. **The Board discussed the first draft of the 2019 budget. John Garcia and Maury Rakes will setup a meeting to complete the 2019 proposed budget. The Board will look to approve the 2019 budget at the October meeting.**
 - Pool Bullnose Paver Repairs Discussion. **The Board discussed a proposal received for the bullnose paver repairs needed at the pool. After discussion this topic was tabled until the October meeting.**
 - Gutter Repair Proposals Discussion. **The board discussed proposals received to make repairs to the gutters at 19120 Lake Audubon, 19144 Lake Audubon and 19176 Lake Audubon. After review, motion made by David Ritchie to approve the proposal from Designer Gutter Company for the cost of \$250, seconded by John Garcia, all in favor. The motion unanimously passed.**
 - Association Covenants Discussion. **The Board discussed the covenants of the Association and what constitutes as a capital improvement. After discussion, motion made by Davide Ritchie to have the Association's legal counsel submit a legal opinion to define what a capital improvement is for the Association. The motion did not receive a second. The motion was not approved.**
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- Next Walk-through – **October 16th, 2018 at 9:00am**
 - Next Board Meeting – **October 22nd, 2018 at 6:30pm.**
 - Meeting Adjournment – **7:42pm**