

Agenda: Audubon Landing HOA Board Meeting

November 26th, 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. Seven (7) Members were in attendance at the meeting as well.**
- Updates To Agenda
 - **Ron Raines from Duval attended the meeting to give an introduction and presentation to the Members present.**
- Secretary: Minutes October 22nd, 2018 – Board of Directors. **Motion made by Marie Austin to approve the meeting minutes as submitted, Debby Amon seconded. The motion was unanimously approved.**
- Treasurer: Financial Report YTD October 2018 – J. Garcia. **John Garcia reviewed and discussed the financial report through October 2018. Motion made by Maury Rakes to approve the Treasurer's Report, seconded by Marie Austin. The motion was unanimously approved.**
- Without Meeting Confirmation – Maury Rakes
 - Pool Light Repairs for the cost of \$264.85 to replace the bulb and gasket of the broken light.
 - Pool first leak detection for the cost of \$200.00.
 - **Motion made by Marie Austin to approve the action without a meeting approval, seconded by David Ritchie. The motion unanimously passed.**
- **Individual Reports:**
 - Pool – D. Ritchie. **David provided an update on the pool and noted that he met with a Board Member from Doves Landing to discuss the recent high-water usage. It was determined that their may be a leak with the Audubon Landing pool system. Dave worked with A-Quality Pools to measure the water level over several days. Dave will meet with A-Quality Pools on Tuesday to discuss the leak detection work and provide an update to the Board.**
 - Pool Paver Repair Proposals Discussion. **This topic was tabled until after the leak work is completed.**
 - Gate – M. Rakes. **Maury discussed that on October 28, 2018 someone stole the battery backups for all 4 gate operators. Accurate Electronics replaced all 4 batteries on October 29, 2018. No other updates were reported for the gates.**
 - Landscape & Irrigation Update – M. Austin. **Marie announced that the mulch and irrigation work were started on Monday November 26, 2018 and will be completed on November 27, 2018. The additional sod work is scheduled to be completed this week. After this work is completed Duval will be caught up with all outstanding proposals.**
 - Landscaping Proposals – Driveway Podocarpus and Irrigation Installations and New plantings for entrance walkway model. **Both of these proposals were tabled until the next board meeting.**
 - Tree Work Proposals. **The Board discussed proposals to replace various dead trees throughout the Association. Marie also discussed the \$1,000 credit from Duval that could be used for this enhancement work. After discussion, motion made by John Garcia to approve the proposal for the submitted work, contingent on the \$1,000 credit being used to lower the total cost to \$2,415.00, seconded by Marie Austin. The motion was unanimously passed.**
 - Communication/Newsletter Committee – J. Garcia. **John Garcia announced that the holiday party invitations/notices were provided to the Members for the upcoming holiday party. The Committee will not be completing any other newsletters in 2018, but will start working on the updated directory in 2019.**

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.**

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- Violation Letters sent
 - 19146 Lake Audubon Dr. – Violation review and discussion. **The board discussed the violation for the unapproved alterations made to the rear of the Lot at 19146 Lake Audubon. The Owner has completed cutbacks, vegetation removals and chemical applications to an area at the rear of her Lot without the prior approval from the Association. After review and discussion, motion made by John 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.**
 - Stage 3 Notices Review and approval to fine and escalate to the Violation Review Committee. **The Board discussed the stage 3 violation for 19168 Lake Audubon for failing to submit the updated proof of insurance for the Lot. 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. **No report submitted at the meeting. The Landscaping Committee will be prior to the next board meeting and will provide a report at the next board meeting.**
- Duval Landscaping Performance and Contract Discussion. **The Board of Directors announced that the list of updated specifications has been submitted to Duval. The Board of Directors will continue to monitor Duval's performance and discuss any concerns at the next board meeting.**
- Camera Proposals Discussion. **The board discussed proposals to install cameras at the entrance of the Association. After discussion this topic was tabled until the next meeting.**
- Street Parking/Towing Vehicles Discussion. **This topic tabled until the next board meeting.**

New Business:

- Pressure Washing Discussion Request for Owners to avoid cleaning on Fridays. **The Board discussed concerns with Luke's Pressure Washing. Luke failed to fully clean and remove the debris when cleaning a driveway and curbing in the Association and refused to do complete this work when asked by multiple Board Members and Members of the Association. The Board requests Chris contact Luke to discuss the concern and reiterate to him that he is to fully clean the debris from the curbing in the Association after each job is completed.**

- Next Walk-through – **December 11, 2018 at 9:00am**
- Next Board Meeting – **January 28, 2018 at 6:30pm. Note: This will be the Annual Meeting for 2019.**
- Meeting Adjournment – **8:27PM**