

Minutes: Audubon Landing HOA Board Meeting

June 24th, 2019 6:30 PM

West Meadows Community Center

Call to Order – David Ritchie. 6:30pm.

- Attendee Recognition – D. Ritchie **A quorum of the Board was established with all five (5) Board Members in attendance. Fifteen (15) Members attended the meeting as well.**
- Updates To Agenda.
- **Treasurer:** Financial Report YTD May 2019 – J. Garcia. **John Garcia briefly reviewed and discussed the financial report through May 31, 2019. Motion made by Bill Koerber to approve the Treasurer's Report, seconded by Debby Amon. The motion was unanimously approved.**
- **Without Meeting Confirmation** – David Ritchie
 - Approved May 22nd, 2019 meeting minutes
 - Approved new pool pump installation for the cost of \$1,825 to be funded by the reserves
 - Approved irrigation repairs at 19120 Lake Audubon to be completed by Duval Landscape and reimbursed by the Owner of the Lot as the repairs are needed due to damage done by the Owner and/or their vendor during the installation of a French drain on the Lot.
 - **Motion made by Marie Austin to approve the action without a meeting approval, seconded by Bill Koerber. The motion unanimously passed.**
- **Individual Reports:**
 - Pool – B. Koerber. **Bill Koerber provided an updated on the pool. Overall the pool expenses are about \$700 over budget due to various concerns earlier in the year. The concerns have been remedied and the expenses are lowering back down to the expected limits.**
 - Update on status of the new pool company, noticing A-Quality notified and status of motor review with A-Quality and the manufacturer? **Chris provided an update that A-Quality's last service day is Friday June 28, 2019 and Bay Guard Pools is scheduled to start at the pool on July 1, 2019. There are still concerns with the newly installed pool pump as it intermittently turns off. A-Quality Pools is working with the pump manufacturer to resolve this concern or have the pump replaced with a new one under warranty. The payment for this work is being withheld until the pump is replaced or working to the satisfaction of the Board of Directors.**
 - Gate – D. Ritchie. **David Ritchie provided an update stating both the pool gate and the broken pedestrian gate have been repaired. No other concerns have been reported for the gates since the last meeting.**
 - Discuss Gate Code and Potential Changes. **The Board discussed the option of changing the gate code. After discussion, the Board decided to keep the gate code and not make any changes at this time.**
 - Landscape & Irrigation Update – M. Austin. **Marie Austin reported that there have been concerns with the irrigation throughout the Association.**
 - Discuss Irrigation times/watering days. **The irrigation days have been lowered back down to two (2) days per week. The Board will continue to monitor the irrigation to ensure proper irrigation of the landscaping and request any changes, if any, to the irrigation days/times to Duval Landscape. The Board discussed completing the tree inoculation for the palm trees. This topic was tabled until later in the year so the Board can review the budget at that time.**
 - Landscaping Committee Report. **Marie provided the report on behalf of the Committee. The Committee reviewed and discussed the report that was submitted by the Committee.**
 - Communication/Newsletter Committee – J. Garcia. **John Garcia reported that newsletter is in the final stages of editing, and it will be presented to the Board for approval once the editing is completed. The projected distribution date of the newsletter is July 1, 2019. John also provided the Board with a welcome letter to be presented to new Members and realtors as Lots are listed. Motion made by by Bill Koerber to approve the welcome letter as written, seconded by John Garcia. The motion unanimously passed.**

Melrose Management Reporting:

- Attorney Letters - Issued by Reason. **None at this time.**
- Past Due Proof of Insurance Letters – Issued by Resident. **Reviewed and discussed.**
- Past Due Status. **Reviewed and discussed.**
 - Lien Discussion for Delinquent Accounts. **None to discuss at this time.**
- 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: 8603 Egret Point for an unapproved satellite dish installation, 8603 Egret Point for unapproved in-ground plantings, and 19166**

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Lake Audubon Dr. for unstored trash/debris behind the Lot. The Board tabled this discussion to allow the Members 30 days to cure the violations. If the violations remain uncured after 30 days, the Board will review them at their next meeting.

Old Business:

- SWFWMD and Drainage Easement/Conservation Discussion/Update. **Debby Amon provided an update from the Special Meeting from the EPC on June 18, 2019 at 6:00pm at the West Meadows Community Center. Members attended the meeting to discuss their concerns and ask questions regarding the wetland areas in the Association, the required process if Members wanted complete cutbacks or other related work on their Lots, and potential penalties for not following the required permits/policies.**
- Overnight Street Parking Discussion. **The Board will have this proposed amendment voted on by the Members at the 2020 Annual Meeting. Chris will ensure the proper notifications and voting materials are provided to all Members prior to the meeting.**
- Tree Replacement in front of 19145 Lake Audubon. **The Board discussed the replacement tree needed in the easement area in front of 19145 Lake Audubon due to the accidental removal by Duval Landscape. Motion made by Bill Koerber to install an Oak Tree in this area, seconded by David Ritchie. After discussion, David Ritchie rescinded his second to the motion. No other second was received. The motion was not passed. Motion made by Marie Austin to install a Magnolia Tree with the contingency that it must adhere to the County specifications to replace the tree that was removed, specifically, the tree must be a Florida Grade 1 specimen, it must be 6" when measured above grade and it must 10' – 12' tall with a 8'- 10' canopy spread, seconded by John Garcia. The motion unanimously passed.**

New Business:

- Concrete Repairs Discussion. **The Board discussed the list of needed concrete repairs for the Association. Chris will coordinate setting up a vendor meeting to discuss the work on site with the vendors and solicit proposals for the Board's review at the next meeting.**
 - ACC Committee Policy Discussion. **The Board discussed the policy for the ACC regarding the review of alteration applications that are received. After discussion, motion made by Bill Koerber to have the ACC review all applications, as stated in the Association's governing documents and if the Committee requires assistance from the Board, the ad-hoc to the Committee will be notified, then once the application is approved or denied by the Committee it will be provided to the Board of Directors for their review prior to mailing, seconded by John. A vote was held. By a vote of 3-2 the motion passed. Members Marie Austin and Debby Amon opposed the motion. Pursuant to the governing documents a vote of the board of directors is not required in support of the ACC decision. The committee authority to make the approve/denied decision is based on the ACC rules and regulations established by the Board in the latest updated version and the governing documents. The Board of Directors will have two (2) days to review the applications prior to the approval/denial notices being mailed to the Member. This will provide a review period for the board members to review the application and supporting document for their knowledge. Any action to change a decision made by the committee on an Application with require a full vote of the board at a duly called board meeting or by use of an Action Without a Meeting Form.**
- 19120 Lake Audubon Irrigation Concern Discuss. **The Owner of 19120 Lake Audubon attended the meeting to discuss the broken irrigation concern on the Lot. The Owner disputed the charge for the irrigation repairs as he was not notified prior to the repairs being completed. After discussion, motion made by David Ritchie to rescind the fee that was imposed against the Owner due to the Association not properly notifying the Owner prior to the repairs, seconded by John Garcia. The motion passed. After further discussion, motion made by Bill Koerber to split the total cost of the repairs with the Owner as the repairs were needed due to damages made by the Owner's vendor. The motion did not receive a second. The motion did not pass.**
- 19107 Lake Audubon Fine Waive Discussion. **The Owner of 19107 Lake Audubon attended the meeting to discuss a fine that was imposed due to noncompliance with the Association's governing documents. After discussion, motion made by Bill Koerber to remove the fine from the account for this Lot, seconded by John Garcia. The motion unanimously passed.**
- Next Walk-through – **July 18, 2019 at 9:00am**
- Next Board Meeting – **July 22, 2019 at 6:30PM**
- Meeting Adjournment – **8:43pm**