

Minutes: Audubon Landing HOA Board Meeting

July 22nd, 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. Eight (8) Members attended the meeting as well.**

Updates To Agenda. Remove discussion about 19124 Lake Audubon alteration application as the Owner withdrew their application.

- **Treasurer: Financial Report YTD June 2019 – J. Garcia. John Garcia provided an update on the reserve spending year to date and a look ahead to projected expenses in 2020. Due to the timing of the release of the June Financials, John will complete a full review on the June Financials at the next meeting. 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 June 24th, 2019 meeting minutes
 - Approve amending the board action at the June 24, 2019 board meeting regarding the tree replacement in the easement area of 19145 Lake Audubon Dr. The new tree to be installed will be an Oak Tree that adheres 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.
 - **Motion made by Marie Austin to approve the action without a meeting approval, seconded by Debby Amon. The motion unanimously passed.**
- **Individual Reports:**
 - **Pool – B. Koerber. Bill Koerber provided an updated on the pool. The new pool vendor started on July 1, 2019. The pool shower was repaired on July 22, 2019. There is a broken umbrella as well that needs to be repaired. Motion made by Bill Koerber to approved up to \$100 to have the umbrella repaired, seconded by Dave. The motion unanimously passed.**
 - **Pool Pump Discussion. The Board discussed that the new pool pump has not had any recent concerns and all the programming has been removed to ensure it remains on at all times. Motion made by Bill to approve releasing the payment for the pool pump to A-Quality Pools, seconded by John. The motion unanimously passed.**
 - **Gate – D. Ritchie. David Ritchie reported that the gates are working, and there have not been any concerns since the last meeting.**
 - **Landscape & Irrigation Update – M. Austin. Marie Austin reported that the irrigation at the pool will be repaired by Duval at no cost to the Association. Duval has completed fertilization and weed treatments throughout the Association as well.**
 - **Landscaping Committee Report. The Landscape Committee provided the report on behalf of the Committee. The Committee reviewed and discussed the report that was submitted by the Committee.**
 - **Pool Palm Tree Trimming Proposal Discussion. The Board discussed the option of trimming the palm fronds at the pool and the entrance of the Association. After discussion, motion made by Bill Koerber to approve the palm tree pruning for the pool area, the entrance of the Association and the area to the South of 19106 Lake Audubon not to exceed the cost of \$150, seconded by Marie. The motion unanimously passed.**
 - **Discuss Entrance Plantings/Volunteers to install new plants. The Board discussed a price revieced from Duval to have Blue Daze plantings installed at the entrance of the Association. The Board also discussed the option of requesting volunteers from the Members to purchase the plantings and install them at the entrance as a community event. After discussion, motion made by Bill Koerber to approve up to \$200 for volunteers in the Association to purchase and plant the Blue Daze at the entrance of the Association, seconded by Marie. The motion unanimously passed.**
 - **Discuss Landscape Contract. The Board discussed that the landscaping contract expires on December 31, 2019. The Board requests Chris provide them with the contract and the RFP for their review. The Board will review the current contract and make any needed changes to the specs. Then, the Board will have the contract bid out prior to the expiration of the current contract.**
 - **Communication/Newsletter Committee – J. Garcia. John Garcia reported that the most recent newsletter was sent out in early July. The Committee will create a flyer to request volunteers from the Membership for the upcoming community planting event.**

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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 violations. At this time, there are not any uncured, stage 3 violations for their review at this time.**

Old Business:

- Concrete Repair Proposals Discussion. **The Board discussed the proposals received for the needed concrete repairs throughout the Association. After discussion, Bill Koerber motioned to table this discussion until the next meeting to allow the Board additional time to review the proposals, seconded by Marie. The motion unanimously passed.**

New Business:

- Exterior Building Painting Contractors/Bids Discussion. **The Board discussed that the building painting project is scheduled to be completed in 2020. The Board will start the process of gathering the specs for this work and then will move to gathering proposals later this year with the goal to have the project completed in early 2020.**
 - Discuss Committee Ad-Hoc Reorganization. **Board discussed the option to change the Ad Hoc positions on the Committees for the Association. The Board discussed that Bill Koerber was willing to switch with Debby Amon, if approved by the Board. After discussion, Bill Koerber motioned to have Debby Amon take over the Ad Hoc position for the Violation Review Committee and to have Bill Koerber take over the Ad Hoc position for the ACC, seconded by Marie Austin. A vote was held. By a vote of 3-2, the motion passed. Members David Ritchie and John Garcia opposed the motion.**
- Next Walk-through – **August 15, 2019 at 9:00am**
- Next Board Meeting – **August 26, 2019 at 6:30PM**
- Meeting Adjournment – **8:22pm**