

Town Oaks Homeowner's Association, Inc.

September 12, 2018 6:30 pm

Board of Directors

Board Meeting Minutes

Approved

A. Call to Order:

The meeting was called to order at 6:30 PM

Directors Present: Alison Stanavitch, Chet Miller, Jannet Preti, Curtis Cook

Absent: Terry Jonethis

Management: Courtney Hagins LCAM

B. Reading Of Previous Minutes Or Motion To Approve:

The minutes of the August 8, 2018 were reviewed. A motion was made by Chet, seconded Jannet to accept the minutes as amended to include the names of the fining committee members: Joe Pierman, Kathryn Serock, Zev Burg. Motion carried.

Financial Report:

The Board reviewed the July 2018 report. Income actual are \$111,959.77 to the budget of \$110,833.31, with a variance of \$1,140.46. Actual total expense of \$103,768.50 to the budget of \$113,186.69 reflected a variance of \$8,418.19. Treasure Jannet Preti discussed that the community is 35 years old with property common area and components aging. The 2019 budget will include increases required to maintain operations. A motion was made by Alison, second by Curtis to accept the financial report. Motion carried.

C. President's Report: No report at this time.

D. Manager's Report:

- AR and Legal: The policy remains the same. Owners are receiving late notices after 30 days and final notice on 60 days. Owners that are 90 days in arrears are sent to legal collection at the owner's expense as approved previously by the Board. The Board approved the use of color paper for collection letters.
- CCR Report: The report was provided and will be reviewed by the Board. It was reported that many owners are responding to letters sent out, and correcting items as needed.

E. ALC Committee Report:

Sheryl stated that owner ALC applications have been received for metal roofs. She discussed that roofs have to be up to code and safe as long as the roofs are consistent in color. Chet said he has some information on this but wants to wait until Terry is here, he will bring samples in so we can see. It was discussed that the declaration needed to be reviewed regarding changes.

Chet brought up previous changes from past Board members in regard to the roofs. It was suggested taking it before members for vote. It was agreed to table the topic at this time.

F. New and Unfinished Business:

1. Landscaping: An owner reported the association to the City for not replacing one diseased palm in the center, and for cleaning the front entrance sign. A violation from the City was issued. Management met with the City Forester as required; an additional inspection found additional landscaping issues. Unbudgeted funds will be needed for the required landscaping. A proposal received included 2 diseased palm tree removals in the Raintree Lane cul de sac. Jannet suggested asking the City if it was necessary to replace the two palm trees because the landscaped area is overcrowded. Otherwise, the association will have to go before magistracy to make changes. The proposal included 30 Arbizola in the island that surrounded the well / pump. The entrance will include a Sabal palm, to replace the diseased palm, Clusia to provide an additional hedge and mulch. A motion was made by Chet, seconded by Jannet to accept the proposal, contingent on approval of the plan by the City Forester, and whether the 2 palms were had to be replaced.

Flowers at the entrance sign were requested by an owner. The board stated that plants may be installed during cooler weather.

Estimates for tree trimming are in progress. Two proposals were discussed. An additional from Only Trees is anticipated by Friday. The scope is based on work completed in 2016,

Trucks: The Board continues to discuss truck issues in the community. The current declarations allow overnight parking of trucks in garages only. The issue is to allow trucks to park overnight in owners' parking spaces outside. An amendment to the declarations is required with 75% of the membership to approve the change. It was determined that a straw vote with the membership would be done first. If 75% of the owners voted in favor of the change, proceed to the legal process.

2. Newsletter: Sara Cassidy indicated she would continue in the creation of the newsletters.
- G. Adjourn: The next meeting will be October 10. The budget meeting was confirmed for November 7. A motion was made to adjourn the meeting at 8:00 PM.