

**VILLAGE WALK SOUTH
BOARD MEETING MINUTES
SEPT. 11, 2007**

1. **ROLL CALL:**
ERICA GETZ
SUE JORDAN
VERITY MINAHAN
TERRY MYERS - ABSENT
TOM COLLINS - ABSENT
MARY WEBSTER
DEB COBURN

Meeting called to Order at 6:00pm

2. **A. APPROVAL OF MINUTES**
Motion: to accept the May Minutes.
Motion: seconded and passed unanimously.

Moment of Silence for the Sept. 11th victims and survivors.

3. **PRESIDENTS REPORT - Mary Webster**
 - A. Tonight we will review actions that will need to be Ratified: The additional parking issue; Renewal of vendor contracts: Dale Bushong and Site Manager, Deb Coburn; Action with Kirby Kenney; and Verity Minahan and Deb Coburn have been working on the 2008 Budget for tonights consideration which has been reviewed by all members of the Board.
 - B. The summer has been very quiet. No crises of note. No hurricane problems. The Managing Company is operating the way it should. The Board is operating the way it should. All is running smoothly. The By-Laws will need to have a vote made on them. The Rules & Regulations had a typo correction.
 - C. The Board is required to have six meetings a year. This is the fifth meeting. The two absent Board members will be here in October, which would be a good time for the sixth meeting.
4. **MANAGER'S REPORT - Deb Coburn**
 - A. **Irrigation Repairs** - These were made during July and August by Dale Bushong. The cost was approved at \$5,000.
 - B. **Landscaping Contract Quote** - there has been no increase in this contract for 2008 from Dale Bushong.
 - C. **Fertilizing and Pest Control Quote** - starting for a one year contract of \$938.00 per month with Landscape Ornamentals. Dale is on site nearly every day and is

aware of what the landscaping requires. He met Clement's quote.

- D. Coburn & Company's Contract Extension** - there has been no increase in this contract for 2008.
- E. New Parking Area Contract** - The lowest quote was for \$2,859 from Ornamental Accents. This would include from 5 to 8 new parking spots, depending on the size of the cars. The spaces would run parallel, which was deemed much more cost efficient. This will be at the north-east end of the complex. The area would be bordered with treated landscape timbers and filled with rocks to a completed area of 120ft. by 10ft. wide.
- F. Commercial Property Damage and Wind Quotes** - Property damage is \$996.04 for \$135,000 coverage on the Club House and \$30,000 coverage on the Pool. Wind Damage coverage for \$135,000 club house and \$30,000 pool, is \$929. Total approximately \$1,900 for Commercial Property and Wind Damage.
- G. Reserve Audit Quote** - This is quoted at \$3,500 to go through the entire complex inspecting each aspect individually, item for item. These are professionals that do this for a living, rate each item, age them, give component depreciation, state the life expectancy; this includes roofs, landscaping, air conditioners, roads, etc. They audit the Reserve Account to identify if it is adequate. Tom Collins left a copy of one of their completed reports for the Boards review. This takes the guess work out of future expenses and allows the Board to plan for future budgets. This fee is included in the 2008 proposed budget.
- H. Preliminary Budget** - will be discussed with the Financial report.

5. TREASURER'S REPORT - Verity Minahan, Deb Coburn

- A.** As of January to July, cash in hand is \$75,363, which includes our Reserve of \$12,000. Unrestricted funds are \$63,363. By the end of the year there should be almost \$25,000 in the Reserve account. Although we have not had an increase in fees, once the results from the Reserve Audit are in, it may become an issue. The fact that the community was done in stages may help to keep fees stable.

Deb was asked if she thinks our finances are in good shape. She stated that she does. The community has overcome many costly issues with additional work being performed on site, and still coming in under budget. Conservative spending and fair weather from hurricanes has helped achieve this.

Regarding the Preliminary Budget, changes came in several areas. Legal expenses have been increased due to the Drainage Issue. Contractor Repairs have remained the same. The Gate Entry phone expense of \$520 has been moved to the Drainage Issue. Pest Control (for the clubhouse) has been removed and will be handled by the Maintenance man. Landscape Extras of \$9,000 for palms has been decreased to \$2,000 for plantings. (The ARC will work in concert with Dale Bushong in any new landscape work.) Pool and clubhouse utilities have been going down. The

new pump-thermostat has helped reduce costs. The average has been around \$600 a month, but that's before the winter months begin.

Even though there has been some discussion regarding activating the gates, the gate issue is still on hold. There is no allowance in the new budget for gates.

Motion: to adopt the 2008 proposed budget.

Motion: seconded and passed unanimously.

Motion: to adopt the Fertilization & Pest Control contract from Dale Bushong.

Motion: seconded and passed unanimously.

Motion: to ratify the action taken regarding additional parking spaces.

Motion: seconded and passed unanimously.

Motion: to ratify the renewed contract with Coburn & Company, for 2008.

Motion: seconded and passed unanimously.

6. DRAINAGE REPORT - Verity Minahan, Deb Coburn

- A.** St. Johns Water Management District (SJWMD) has received the request to alter the Wet Lands. The Board is waiting for the final review and approval from them.
- B.** The Outflow Pipe from the Wetlands to I.R.B. has been completed.
- C.** Work on the Weir is done.
- D.** The North/South Culverts have been cleared and are running.
- E.** A survey was done of the finished North/South Culverts on the ditch at I.R.B. The report should be ready this week.
- F.** The Board has hired Larry Walker, a civil engineer from Orlando. He will review all proposed solutions, all surveys and drawings done to date. Kirby Kenney has a phone conference with him this Friday, Sept. 14th. Mr. Walker will be doing an on-site inspection in the future.
The work performed is tangential to the problem, many smaller drainage problems being worked on, building into solving a larger problem.

Regarding the Drainage Issue, Kirby Kenney was originally asked to move slowly and conservatively to keep our expenses inline, which he did very well. Then the time came in July, '07, when he was request to move faster, which he did. This results in more billable hours and more expenses. Last year the drainage expenses were \$10,000. This year we budgeted another \$25,000. At some point we will have to ask how much of the General Operating Budget do we put into this issue, how long will it go on before we have to ask the homeowners that if we keep putting money into this, where will the money be coming from. We've put money into the Capital Budget. This is not an Operating Expense.

Homeowner Comments regarding the Drainage Issue:

Joanne Kollmann - what happened about suing Ray Kennedy? **Reply:** We are not at that point. We have to be sure where the liability lies and where the responsibility lies regarding the complexities of problems. We are not talking lawsuit, we are not talking litigation, and the homeowner's should not be using those terms.

Erich Kollmann - the drainage ditch on I.R.B. needs dredging. Water is not emptying the way it should. Does Tom Collins know what is going on around here? **Reply:** Deb Coburn will call Kirby Kenney about the ditch. As a Board member, Tom is kept informed and updated on all aspects of Community business.

Judy Bischoff - wanted clarification about Larry Walker from Orlando. **Reply:** Kirby and Larry have a phone consultation this Friday, Sept. 14, 2007. He will schedule an onsite visit in the future.

7. COMMITTEE REPORTS:

A. NOMINATING COMMITTEE - Sue Jordan - We still have a vacant Board seat since Chris Dean resigned as Treasurer. There have been no responses to the notice sent out with the last billing. As the annual meeting approaches, Deb Coburn could include another notice about the vacant Board seat.

B. RULES & REGULATIONS - Verity Minahan - with the correction of a typo, the R&R's are finished. There was a motion by the Board to approve the amended Rules & Regulations at the May 1, 2007, meeting.

C. ARC - Erica Getz - no new ARC requests. Deb Coburn stated that Jeanne Coady at 531 6th St. had "fill" added to the area by her front door. Deb had told the installer that a request to the ARC was required and that the "fill" should be "permeable". The work was completed **without** an ARC request and was filled in with **cement**, which is **not "permeable"**. One option would be to send a letter to this person stating they were in violation of the ARC procedures and that the Committee will review the violation. The ARC will meet to discuss further procedures, including a fine system.

There is also an issue of a couple homeowner's adding too many items to their yards: pots, flags, bushes, climbing plants that draw insects onto the house siding, etc. The ARC is requested to review homes throughout the community.

8. OTHER BUSINESS: NONE

9. HOMEOWNER COMMENTS:

Norma Cortonesi, 513 6th St. - agrees with sending a letter to the resident who had the cement work done without going through the ARC.

Hank Schulte, 538 6th St. - he believes if something is not obvious from the street, he doesn't see it as a problem.

Deb Coburn - if everyone added concrete to the front door area, that could add up to 400 sq.ft. of non-permeable space. The County could come in and make the homeowner tear it all out. Stones, plants and mulch are a few easy ways to fill in this area by the front doors. If the

homeowner had gone through the ARC she would have been given her options and this wouldn't be an issue.

Hank Schulte - has the Board decided not to move forward with painting? **Reply:** painting has been cancelled for the time being. Money for painting has been moved to the Drainage expenses.

Hank Schulte - will anything be done about the vast weeds growing around the retention lake? **Reply:** Dale Bushong will talk to Jesse Rolands, the preserve maintenance man, and find out what is possible around the retention pond.

Norma Cortonesi - The paint on her concrete doorstep is chipped off. **Reply:** she can go to Sherwin-Williams for exterior touch-up paint.

Sue Jordan - what is the status on the house at 490 6th St.? **Reply:** the attorney sent a letter.

Norma Cortonesi - she has a neighbor across the street who has been creating problems. **Reply:** Deb Coburn will check with attorney, LaJoie, about what step can be taken next.

Judy Bischoff - for a fee, she would like to see renters go through a screening process with a lease application and possible background check. **Reply:** although this is a sound idea, the screening process is up to the leasing Homeowners to perform.

Because we're switching the annual meeting date to March, there will be a comprehensive packet that goes out to each Homeowner prior to that meeting. More information will be available at the next meeting.

10. NEXT MEETING: TUESDAY, NOV. 13, 2007, 6:00pm (backup date: Dec. 4th)

11. ADJOURNMENT: 7:33pm