

APPROVED –Minutes  
Board of Directors Meeting  
The Woods Community Association, Inc.  
May 29, 2008 at 7:00 pm  
The Woods Clubhouse

**Present** – Steve Thomaston, President; Dewey Marshall, Vice President; Mary Boggs, Treasurer; Alison Garcia, Secretary; Rich Burna, Director; Dave Czerw, Chairperson Finance Committee; Larry DeCaires, Co-Chairperson Architectural Review Committee; Jim Blache, Chairperson Streets & Drains Committee; Joshua Potts, Giddens Security; Betty Hudson, On-site Supervisor Giddens Security; Jack Klotzner, Rover Giddens Security; Caryn Scott, Property Manager – Marsh Landing Management Company.

**Establish a Quorum and Call to Order:** President Steve Thomaston established that a quorum of the Directors was present and called the meeting to order.

**Reading of Minutes from the April 24, 2008:** Dewey Marshall made a **motion** to approve the minutes with one change (“He” to “We” on page 3). **Mary Boggs seconded the motion. All members present voted Aye.**

**Giddens Security Report – Joshua Potts**

Joshua Potts requested all visitors be called ahead to both gates. Steve Thomaston requested that both gates handle call ahead visitors the same way. Also, he asked the guards to remind the residents that they should call both gates. Steve Thomaston also confirmed that we do not allow an open gate policy and all homeowners having a party must provide a list to both gates for entry. There were teenagers starting a fire in the soccer field on 5-28-09. A resident who witnessed the incident wanted the guard to call the police. Guards do not call JSO if they do not view the event, residents who witness an issue they should contact JSO directly. Dewey Marshall is going to check with JSO to see if they changed the policy to require residents to submit vandalism reports directly to the substation at Regency.

**Manager’s Report – Caryn Scott, Marsh Landing Management**

- Property inspection:
  - 37 new violation letters sent
  - 18 second violation notices sent
  - 8 Final notices prior to being sent to attorneys
  - 73 removed/compliance
  - 0 Need to send to attorney for first violation letter
  - 1 Need to start mediation (Board Review)
  - 2 Need to send to court
- Delinquency Attached as of 5-29-08- \$43,664.42
  - \$28,604.37 at the attorney’s office
  - \$442.38 under bankruptcy
  - \$14,617.67 Current delinquencies
  - New Liens being filed this month: 0
  - Foreclosures on hold: 2

**Lien List - Steve Thomaston** made a **motion** to send the attached delinquencies to the attorney to file the liens. **Alison Garcia seconded the motion. All members present voted Aye.**

**Court Filing List -** The property located at 13042 Fringetree, the homeowner passed away; therefore the Board is requesting that we have City Code Enforcement contacted due to the dumpster, appliances and unkempt lawn.

**Steve Thomaston** made a **motion** to send the property at 13018 Fringetree Drive E, Crews residence, to the attorney to begin court proceedings. **Alison Garcia seconded the motion. All members present voted Aye.**

**Providence School Request –** They are requesting to use the pool for their swim team practice beginning in August on Wednesday and Friday, 5:30am to 7:00am and Saturdays from 8:00am to 10:00am. **Steve Thomaston** made a **motion** to accept preliminary request as listed above. **Rich Burna seconded the motion. Rich Burna and Alison Garcia voted Aye. Dewey Marshall, Steve Thomaston and Mary Boggs voted Nay. Motion did not pass.**

#### **Reports by Committee Chairs:**

##### ***Finance Committee – Dave Czerw, Chairperson***

The Finance Committee **recommends** the transfer of 2007 excess operating funds to the reserve fund in the amount of \$74,672.86. **Steve Thomaston** made a **motion** to approve the transfer. **Alison Garcia seconded the motion. All members present voted Aye.**

Streets and Drains Committee has received one quote for \$200,000 for the repaving of the Woods Drive from the Atlantic entrance to the Community Center parking lot. Finance Committee **recommends** two more quotes be obtained and an analysis be done as to whether the higher cost (compared to reserve study) may be due to a higher price for doing the work in a piece-meal manner rather than contracting for the entire community.

\$544 for table for pool area is in the budget. Funds are not currently available under line item 930 – Pool Supplies and Repairs but overall funds are available as operating budget has \$47,624 surplus. **Mary Boggs** made a **motion** to approve the purchase of the table for the pool. **Alison Garcia seconded the motion. All members present voted Aye.**

We are still operating within the 2008 budget.

##### ***Recreation – Kelly Hulihan, Chairperson (not present)***

No reports

##### ***Architectural Review Committee –Larry DeCaires, Co-Chairperson***

No reports

***Streets & Drains – Jim Blache, Chairperson***

Streets & Drains did get one bid for the repaving project, but it will not be the only bid obtained. Streets & Drains questioned Finance Committee whether the bridge repair reserve fund, if not used, be moved to the road reserve. The proposal shown to the Finance Committee was not meant to be formally submitted. **Steve Thomaston** requested this be **tabled** until more information is received.

The west bridge repairs should be completed by the end of June, according to Felix and the City of Jacksonville. All areas of the roadways will be repaired prior to completion.

Jim Blache discussed the situation with the current lakes. He has spoken to the lake contractor on the condition of the ponds. Rich Burna stated the formation of duckweed removes the nitrogen in the water and keeps the algae down. The five bridges fountain still needs repaired. Charles Aquatics is supposed to come out and repair.

Jim Blache is working on getting signatures from all 25 homes that sit on the sandalwood canal, agreeing to allow the City to gain access to the canal through their property. Mr. Han will be presenting the Woods the agreement on the cleaning of the Sandalwood canal documenting all parties responsibilities going forward prior to the cleaning begin date. Rich Burna requested a detail on what the City plans to “clean” and what it entails. The City of Jacksonville would still be responsible for maintaining the weres.

There was discussion on the storm water fee and Jim Blache explained that we are not to pay any of the bills, even though there have been conflicting information given by the different government facilities. Jim Blache will be submitting an article for the Woodsette that he would like to Board to review. Caryn Scott will forward the article to the Board via email.

The sidewalk repairs throughout the nature trail have been completed.

***Rules & Safety – Juan Moreno, Chairperson (not present) Dave Ronnekamp presenting***

The Rules & Safety Committee **recommends** the approval of the Amended By laws and Covenants and Restrictions as presented. **Steve Thomaston** requested the item be **tabled** and that another Workshop be given. The workshop has been scheduled for June 10<sup>th</sup>, 2008 at 7:00pm and this is open to all homeowners.

Steve Thomaston asked if the new gate software had been submitted to the Board for review. At this point, Rules & Safety has not submitted any information to the Board as of yet. Dave Ronnekamp confirmed they are still researching it.

Rich Burna requested that Rules & Safety submit the 2009 budget numbers to Dave Czerw and to please include a new gate software system and any new camera equipment in that list.

## *Citizens Planning Advisory Committee (CPAC) – Jim Blache*

Jim Blache stated the last meeting the City stated they are submitting a bill to change the water restrictions to only one time per week, December through February, and only two times per week from March to November. Other restrictions will apply including the amount of water allowed.

### **Other:**

1. *Fence extension request – Zouain*  
The homeowner is requesting a 45 day extension (July 1) to repair the fence. The original notice went out in February 2008. Alison Garcia will revisit the property and let the Board know her recommendations.
2. *Firethorn Fence*  
Caryn Scott informed the Board that Eric Raasch (resident of Indian Springs) has paid the agreed upon \$250.00 to have the fence along Firethorn replaced.
3. *Clubhouse rental refund - Hoadley*  
**Alison Garcia** made a **motion** to refund \$50.00 of the rental fee to Mr. Hoadley due to the stereo system and ice machine not working. They did not agree to refund the \$75.00 which the homeowner requested. **Richard Burna seconded the motion. Mary Boggs said Nay, all other members present said Aye. Motion passes.**

Volunteers are needed for the 4<sup>th</sup> of July party.

Some of the playground equipment needs to be replaced. The estimate in the amount of \$1744.10 has been submitted for approval. **Steve Thomaston** made a **motion** to approve the estimate under budget code #920. **Mary Boggs seconded the motion. All members present voted Aye.**

### **Homeowner's Open Forum**

Paul Duffy, a renter at 2033 Knotty Pine Court, had a violation on his lawn. Caryn Scott confirmed that the lawsuit was filed but has since been dismissed. All correspondence was being sent to the on site address. He stated that the homeowners of the property, Patricia and Richard Lord, were never informed that they were going to be sent to court due to the lawn violations and therefore he didn't feel the lawsuit was valid. Paul Duffy confirmed that Rishelle Patricia Lord is not the owner, regardless of what she stated to the Management and Alison Garcia previously. He stated that the actual owners live in Connecticut. The Board requested that Mr. Duffy provide the Woods Community Association with the correct mailing address and that we would start sending all correspondence to the off site address. Steve Thomaston told the renter we would contact the homeowners about this situation.

Dewey Marshall will contact Scott Fallar about the status of the Aladdin case.

**Steve Thomaston adjourned the meeting.**