

APPROVED –Minutes
Board of Directors Meeting
The Woods Community Association, Inc.
February 28, 2008 at 7:00 pm
The Woods Clubhouse

Present – Steve Thomaston, President; Dewey Marshall, Vice President; Mary Boggs, Treasurer; Rich Burna, Director; Dave Czerw, Chairperson Finance Committee; Larry DeCaires, Co-Chairperson Architectural Review Committee; Mike Hersey, Streets & Drains Committee; Juan Moreno, Chairperson Rules and Safety Committee; Joshua Potts, Vice President of Giddens Security; Betty Hudson, On-site Supervisor Giddens Security; Dale Jenkins, Rover Giddens Security; Steve Loveland, Owner and 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 January 31, 2008: Mary Boggs made a motion to approve the minutes. Rich Burna seconded the motion. All members present voted Aye.

Giddens Security Report – Joshua Potts

There have been several unauthorized entries into vehicles that are being left unlocked. Giddens has been told by surrounding communities that they are having this issue as well. It is a crime of opportunity. JSO is aware and has increased patrols. The rover has changed his hours to stay until 5:00am every morning. 35 tickets were given and 3 vehicles towed. The Board is aware of the crime situation and will be putting some information in the Woodsette. The Board is also aware there are limitations to what the rover can do, and are looking into hiring JSO to work the property with the rover.

Dewey Marshall requested a note be left on the homeowner's vehicles in the driveway that they need to close the garage; Steve Thomaston requested the rover knock on the door to tell the residents. The decision made is if the garage doors are left open the rover is to contact the guard at the gate to telephone the homeowner to let them know the garage is open, regardless of the time of night.

Mary Boggs requested that if a homeowner barcodes do not work the guard are checking identification and asking them to use the visitor's lane until the barcode is replaced or turned back on by the Management. The purpose of the barcodes being turned off is to inconvenience the homeowners so that they will pay their balances to the Woods.

Manager's Report – Caryn Scott, Marsh Landing Management

- Property inspection:
 - 90 new violation letters sent
 - 45 second violation notices sent
 - 19 Final notices prior to being sent to attorneys
 - 53 removed/compliance
 - 1 Need to send to attorney for first violation letter
 - 1 Need to start mediation (Board Review)

- Delinquency Attached as of 2-28-08- \$43,822.12
 - \$33,427.04 at the attorney's office (\$7407.95 Geisler – not active H/O)
 - \$491.01 under bankruptcy
 - \$9,904.07 Current delinquencies
 - New Liens being filed this month: 0
 - Foreclosures Pending: 3

Buddy Pafford – Pool pump has been repaired. We replaced the relay switch for the pool pump at a cost of \$350.00. Henderson Pools is going to give us a diagnostic to see if JEA should be held responsible for the pool pump and relay. Steve Thomaston stated if they are responsible we should try to contact JEA for payment. Steve Thomaston reminded Buddy that he needed to get with Recreation Committee to make sure the pool cover is in 2009 budget.

Reports by Committee Chairs:

Finance Committee – Dave Czerw, Chairperson

We are starting off the year with a surplus of \$17,000.00.

The Finance Committee **recommends** to the Board that \$13,200 for the Elite Amenities Life Guard services contract for 2008 is in the budget, and provided the community operates within our budget, funds should be available when the services start in April 2008. **Steve Thomaston** made a **motion** to approve the Lifeguard contract. **Dewey Marshall** seconded the motion. **All members present voted Aye.**

Interest Rate on Money Market is at 3.5 percent and the current interest rate on PBI (Premium Business Interest) account is at .25 percent. Finance Committee **recommends** to Board closing the SunTrust Premium Business Interest account and transferring balance (\$2,679.00) to the SunTrust money market account. **Steve Thomaston** made a **motion** to approve the recommendation for the SunTrust accounts. **Mary Boggs** seconded the motion. **All members present voted Aye.**

Finance Committee **recommends** distributing February through December 2008 contributions to the Reserve Fund as follows:

#578	Roads	50 percent plus all interest earned on Reserve Fund
#579	Bridges	15 percent
#580	Community Center	5 percent
#581	Security	5 percent
#582	Drainage	5 percent
#583	Recreation	10 percent
# 584	Maintenance/Equip	5 percent
# 585	Contingency	5 percent

Steve Thomaston made a **motion** to approve the recommendation for the reserve distributions. **Rich Burna** **seconded the motion**. **All members present voted Aye**.

The Finance Committee **recommends** when the operating surplus of 2007 is distributed into the reserve account, \$30,000.00 of the surplus should be put into Drainage #582. This will be **tabled** until the audit is complete.

Finance requested to discuss the foreclosure that occurred giving title of a property on 12907 Deep Lagoon Place E. Dave has concerns of how this should be reflected on the balance sheet and how it will affect the community tax filing. The title was transferred on January 8th, 2008 for the amount of \$100.00. Scott Fallar spoke to Steve Thomaston about the process of how The Woods Community gained title. The other creditors with liens and mortgages on the property did not respond to the foreclosure. No one else bid on the property. This does not mean that The Woods Community will be responsible for paying the mortgages, back taxes or other liens on the property. The Woods Community tax filing status (501C) will not be affected by this title transfer. The property will be put up for sale and the sale price will include all debt incurred by the Woods, the previous balance due to the Woods by the homeowner, the mortgages, and all other entitlements on the house so that when sold it will have a clear title. We will be marketing the house "As is" with no changes to the house and no warranties. It is possible the mortgage company will eventually start a foreclosure to gain title of the property if this doesn't sell in a reasonable period of time. If the property does not sell for the full amount entailed, The Woods Community will NOT be held liable for any additional debt. The debt is the previous homeowner's not the property.

Marsh Landing Management will contact Janice Lake (CPA) to discuss the proper way to show this transaction on the balance sheet and keep track of the expenses and profits from the property. This will be adjusted on the February Financials. The reason it was not on the January Financials is that we did not receive the Certificate of Title until February.

There is always the possibility that The Woods Community can be granted title to a home when starting the foreclosure.

Recreation – Kelly Hulihan, Chairperson
(Presented by Caryn Scott for Kelly Hulihan)

The swim team would like to use the pool again this year from June 11 to July 25, Tuesday through Friday, from 8:00am to 9:00am. All non members' fees will be collected. **Steve Thomaston** made a **motion** to allow the swim team to use the pool. **Mary Boggs seconded the motion. All members present voted aye.**

Steve Thomaston made a **motion** to approve the Elite Amenities Lifeguard contract for 2008 as recommended by the Recreation Committee. **Dewey Marshall seconded the motion. All members present voted aye.**

Dewey Marshall confirmed that Melodie Alderson (Patricia Cotton tail) will be here at the Easter Egg Hunt in a bunny rabbit costume and will be taking Polaroid pictures with the kids and music for dancing with the Easter Bunny. **Steve Thomaston** made a **motion** to purchase \$150.00 of Polaroid camera film. **Rich Burna seconded the motion. All members present voted Aye.**

Architectural Review Committee –Larry DeCaires, Co-Chairperson

No items to present at this time. Informed the Board that a homeowner wants to use patio stones to increase the size of the driveway and that ARC will most likely deny this request.

Streets & Drains – Jim Blache, Chairperson (not present) Mike Hersey presenting

According to RCMG it appears that the west bridge was not built to specification and work done by FELIX Construction (according to approved plans) thus far has caused the piles to settle and the bridge approaches to move. It is anticipated that the city of Jacksonville will assume all costs for replacement of both approach pads in addition to adding rubble rip rap under the bridge to stabilize the banks. It is expected that the entire project will take approximately 60 days to complete. Completion of these repairs will have a direct effect on how we proceed with our erosion repair agreement with Shaw's Land Clearing and the amount of work the city will allow on the East Bridge once construction is moved to that area.

The Committee has a request from Mr. and Mrs. Lynwood Hill of 13030 Bent Pine Ct E. to reimburse them for materials and labor in the amount of \$450.00 used to upgrade their driveway and repair a damaged drainage pipe. The committee **recommends** that the association reimburse them for the amount of the drain pipe not to exceed \$100.00. This is only if they present a itemized list of materials and show that the pipe was installed. This has been **tabled** until the Board has a chance to view the repairs. This property is not within the Woods Association membership.

The Committee **recommends** that we ask our maintenance staff to back fill all new curbing installed last year. This project has already started, no motion needed.

Discussions are underway with a local contractor concerning the status of our roads. It is anticipated that we will have two to three recommendations on how we should proceed regarding resurfacing or other actions by mid year.

Rules & Safety – Juan Moreno, Chairperson

The Rules and Safety Committee is recommending the Board look over and approve the new Post Orders. This item has been **tabled** for further review.

JSO charges \$33.00 per hour with a minimum of three hours. Board will **table** this until in order to re-evaluate the effectiveness of the rover. The break-ins have reduced in the last two weeks. They will look into having the JSO patrols during the school break times.

Discussion continued on the garage door open policy. The Board confirmed the rover is to contact homeowner by telephone no matter what time and this will begin after it is posted in the Woodsette.

Covenants & WOW – Lori Abramson, Chairperson and President of WOW – not present

Steve Thomaston made a **motion** to postpone the garage sale due to the West Bridge being closed. **Rich Burna** seconded the motion. **All members present voted Aye.**

Citizens Planning Advisory Committee (CPAC) – Dewey Marshall

The Majority of the meeting Monday February 11, 2008 was discussion on the study currently being done to move the cruise terminal to Mayport community.

Lt Amy of JSO reported that crime is down 14% from the past two weeks. This down swing is as result of Operation Safe Street. JSO is breaking up and tearing down homeless camps. If anyone knows of any in our area please report to JSO non emergency number 630-0500. No solicitor signs at community entrances are nothing more than a board. JSO can only take action if the homeowner has a sign with ordnance number in clear view at their front door.

Following the meeting James Blache and I met with Lt Amy concerning our problems with crime, (illegal entry into vehicles and garages, vandalism. He made a note and request that I also contact our representative Sgt White, which I did the next morning. Increased patrol was set up, as well as Auto Theft and Burglary unit was informed.

Other:

1. *Randy DeMaria/Gabe Riley.*

Homeowner did not show at the meeting so all community center and barcode deletions will remain in affect until the 18th of March.

2. *Dava Dreibelbis*

Rich Burna made a **motion** to approve the request for an extension but that the work must be completed no later than May 15, 2008. **Mary Boggs** seconded the motion. **All members present voted Aye.**

3. *12907 Deep Lagoon Place E*

Steve Thomaston created a marketing analysis for the property which displayed high and low cost estimates. Steve requested to be able to list the house for sale. Mary Boggs did not agree that Steve should be the listing agent since he is on the current Board. **Dewey Marshall** made a **motion** to list the house with Joan & Dan Horn. **Richard Burna seconded the motion. Mary Boggs, Rich Burna and Dewey Marshall voted Aye. Steve Thomaston abstained from voting. Motion Passed.** Dewey Marshall will contact the Horn's and act as the liaison with the Board.

4. *Liens and Foreclosures Lists*

Mary Boggs made a **motion** to not file any liens at this time, but to delete the barcodes on March 1, 2008. All liens and foreclosures will be re-evaluated at the March Board Meeting after we evaluate the impact of the title transfer from the foreclosure at 12907 Deep Lagoon Place E. **Rich Burna seconded the motion. All members present voted Aye.**

5. *Mediation and Attorney Letters for Violations*

Rich Burna made a **motion** to send the two violations to the attorney for further processing. **Steve Thomaston seconded the motion. All members present voted Aye.**

Homeowner's Open Forum

Russ Girolamo requested that the exterior lights at both entrances be in sync. He requested the maintenance look into either having the timers on the same time or change to a photocell. Dewey Marshall stated the playground light is on photocell but comes on even when overcast. Caryn Scott stated she would have Buddy look into these issues.

Russ Girolamo also mentioned that Mr. Ron Ford, a long time resident of the Woods, passed away. Mrs. Ford is having a memorial service at the clubhouse on Friday. Caryn Scott mentioned that Mrs. Ford was charged the full rate of the rental fee since she was unaware of the reason for the rental. Steve Thomaston made a motion to not charge Mrs. Ford for the use of the clubhouse. Mary Boggs seconded the motion. All members present voted Aye.

Dewey Marshall stated that the thermostats at the clubhouse are being left on after functions. The Board discussed ways to solve this issue. Caryn Scott stated she would speak to the clubhouse management and have them inform the residents that the thermostat must be adjusted after their function. **Rich Burna** made a **motion** to have the rover come in after all parties and make adjustments to the thermostats as needed. **Dewey Marshall seconded the motion. All members present voted Aye.**

Edison Russell requested that the maintenance confirm there is a surge protector on the pool pump in order to not have the issue of a surge impairing the pump system.

Steve Thomaston adjourned the meeting.