

**MARGARETS WALK  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
April 25, 2011 @ 6:30 P.M.  
Conference Room  
FLEMING ISLAND PLANTATION AMENITY CENTER  
2300 Town Center Blvd.**

**I. CALLING OF ROLL AND CERTIFYING A QUORUM**

Ms. Carol Young called the regular meeting to order at 6:40 P.M.

**Present:**

Don Christofoli, **President**  
Bill Korn, **Vice President**  
Michael Brady, **Secretary/Treasurer**  
Frank McCarthy, **Director**

**Also Present:**

Carol Young, **Community Association Manager**, Severn Trent Services  
Dianne Drinkwater, **Community Association Manager**, Severn Trent Services

Attendance was taken and a quorum was established.

Ms. Young introduced Dianne Drinkwater who has 25 years banking and is a Master Gardener

**II. PROOF OF NOTICE OF THE MEETING**

Notice of the meeting was posted 48 hours in advance on the community message board.

**III. APPROVAL OF MINUTES – February 28, 2011 Meeting**

The BOD reviewed the minutes of the February 28, 2011 meeting. Mr. Korn requested the following change:

- On Page 3, the sentence *Mr. Gary Franco was supposed to talk to Mr. Korn about the red tape* will be deleted.

**A motion was made by Bill Korn, seconded by Michael Brady to approve the February 28, 2011 regular meeting minutes as amended; with all in favor, the motion carried.**

It was questioned whether these minutes were posted online. Mr. Christofoli explained that the minutes cannot be posted until they were approved.

**IV. OWNER'S FORUM**

A resident thanked the BOD members for serving as they do an excellent job and for appointing Mr. McCarthy to the BOD .

Severn Trent Management Services

A resident requested that there be copies of the agenda for the audience.

Ms. Young received a letter that was provided to the BOD regarding an owner who walks her pit bull without a leash.

**V. MANAGER'S REPORT**

Ms. Young submitted her status report and the following was discussed:

- **Financials**

**For the Month of March 2011**

Total Income:	\$38,325	Cash in Bank	\$ 63,064.11
Total Expenses:	\$35,204	Reserves	\$213,340.85
Net Income:	\$ <u>3,121</u>		

- **Delinquencies**

There were 25 delinquent owners for March in the amount of \$18,340 and three houses in foreclosure. There was an improvement as they collected \$7,000 more than last month.

Mr. Christofoli addressed the following:

- He expressed concerns about the number of delinquencies.
- He pointed out that AR Resources was collecting from the most serious cases and questioned whether it would affect a lien that was placed on the property.
  - Ms. Young explained that it did not affect the lien.
  - He believed that they had no choice, even though AR Resources received 25% of what was collected as a lien costs \$400.
- He questioned why the owner who owed almost \$2,200 did not have a lien.
  - Ms. Young will check on this.
- He questioned whether it was possible to lien for an outstanding fine.
  - Ms. Young explained that the fine had to be at least \$1,000.
- He believed they should proceed with the liens and questioned whether they go to the collection agent for outstanding dues more than a year old.
  - Ms. Young pointed out that they follow the directions of the BOD, but most of the time, they impose a lien and after 45 days, forward the account to AR Resources.

**A motion was made by Bill Korn, seconded by Michael Brady to forward a delinquent account to AR Resources, after 45 days and a lien on the property; with all in favor, the motion carried.**

Severn Trent issued two checks; one for \$190 and the other for \$159. Were paid directly to MW. Mr. Christofoli explained that this was a reimbursement from Severn Trent Services for a gate repair that the BOD did not authorize and a bulk mailing.

## Severn Trent Management Services

- **Gates**

There were problems with the gates last Saturday due to high winds. Ms. Young thanked the BOD members for keeping the gates open during the inclement weather.

There are a total of four batteries; two on the entrance gate and two on the exit gate. The contractor recommended replacing two of the batteries for \$215 due to low voltages. Mr. Christofoli agreed due to the upcoming hurricane season. He agreed leaving the gates open during high winds.

**A motion was made by Bill Korn, seconded by Michael Brady to replace two gate batteries for \$215; with all in favor, the motion carried.**

- **Violations Twice a Month – With Activities Report**

Ms. Young reported that she and Ms. Drinkwater drove through the property several times.

### **Committees**

An REC Committee meeting was scheduled for May 9, 2011. Two homeowners will be sent letters to appear before the REC Committee at this meeting.

Two applications were received for the ARB meeting, which will also be held on May 9, 2011.

### **Landscaping**

Ms. Young received a phone call about a bees nest in a tree at 2927 Grand Oaks Way. The owner called a beekeeper and Austin Outdoor came out on Monday to rope off the area so no one would walk under the nest and get stung by the bees.

Brad Stevenson was no longer with Austin Outdoor and the account will be temporarily represented by Blaine Peterson.

Mr. Christofoli pointed out when the new flowers were planted Austin Outdoor did not turn the water on and the flowers died. Ms. Young will speak with Austin Outdoor about replacing the flowers.

Ms. Young filed a complaint with Clay County Code Enforcement for the owner of 2911 Grand Oaks Way due to their swimming pool. There was a lock on the gate. Mr. McCarthy pointed out that the bank probably hired a specialist to secure the property, which was now vacant. Mr. Christofoli noted that the bank has not taken title to this property and was still under the wife's name. Mr. McCarthy acknowledged that this was a long process.

### **Front Entrance**

Ms. Young tried to contact Repair Specialists on Friday to see if they could attend this meeting as they were the lowest bidder for re-sealing the red brick at the front entrance for \$1,850. All bidders agreed that the re-sealing would need to be done every three to four years due to the amount of traffic at the entrance.

## Severn Trent Management Services

The BOD addressed the following:

- Mr. Korn pointed out that Ms. Young sent out an email with a quote from Service Master that was far less than \$10,500 for the DOT paint and questioned how long this would last.
  - Ms. Young confirmed that Service Master said three to five years. However, their bid was still more than Repair Specialists.
- Mr. Christofoli expressed concern about the DOT paint taking three to four days to cure and questioned whether Repair Specialists would need three to four days for curing.
  - Ms. Young will set up a conference call with the owner of Repair Specialists.
  - Mr. Christofoli did not see any point in doing the re-sealing if it was only going to last three to four years.
  - Mr. Korn expressed concern about spending \$1,850 if the pavers were going to look bad a month later.
  - Mr. Christofoli pointed out that according to the financials, they were owed \$1,850 from residents who did not pay their dues and could not risk spending any more money, unless it was necessary.

*There was consensus from the BOD to table this matter until Ms. Young obtained further information.*

### **Tree House in Conservation Area**

Ms. Drinkwater reported the following:

- She spoke the St. Johns River Water Management District who were aware of the situation and indicated that it was up to the HOA to handle the enforcement.
- The SJRWMD offered to send a letter to the property owner and provide a copy to the HOA as well as the Property Management Company; including the parcel map and highlighting the area, which was a conservation easement. The Robinsons [owner] had seven days to respond to the letter, but it was up to the HOA to fine the owner.
- The reason why the HOA was responsible was because although the easement may be on or adjacent to the owner's property, it was still in the name of the HOA and the HOA signed the agreement with the SJRWMD.
- She recommended that the HOA Attorney review this matter since the HOA was responsible to see if the HOA had the right to remove the structure. The lack of response from the homeowner suggests that they are not claiming the play structure.
  - Mr. Christofoli pointed out that he brought this matter before the CDD Board and the question was who owned the property the structure was on. The CDD Attorney believed that the structure was in the wetlands and not the homeowner's property. However, he offered to pursue the matter further if he was provided with the actual lot number.

Severn Trent Management Services

- Ms. Drinkwater believes that the HOA owns the property as conveyed through the SJRWMD. She suggested sending the owner a third letter informing them that this matter was going before the Fining Committee on May 11 to see if the owner would provide the paperwork upon threat of a fine. In the meantime, they can check with the Attorney to see if staff can remove the structure if the owner did not go before the Fining Committee.
- Mr. Christofoli suggested contacting the Department of Environmental Protection or Army Corp. of Engineers.

*There was consensus from the Board to forward this matter to the Fining Committee to handle at the May 11 meeting before taking further action.*

Ms. Young reported that the owner of 1783 Margaret's Walk Drive requested that a \$1,000 fine he received in January of 2009 regarding his commercial vehicle be waived as he did not receive a certified letter.

Mr. Korn questioned whether the property in question was in order. Ms. Young pointed out that this property was not on the violation report due to prior lawn violations.

Mr. Christofoli believes that the owner periodically parks his commercial vehicle on the property.

Mr. Korn recommended waiving the \$1,000 fine.

**A motion was made by Bill Korn, seconded by Frank McCarthy to waive the \$1,000 fine for 1783 Margaret's Walk Drive; with all in favor, the motion carried.**

The BOD requested that Ms. Young inform the owner of the property that the BOD graciously waived his fine, subject to him removing the commercial vehicle from his property.

**Artificial Plants**

Ms. Young and Ms. Drinkwater wrote violations for several residents who had artificial plants.

The BOD members questioned where it was written that artificial plants were not allowed. Ms. Drinkwater pointed out that the covenants do not allow artificial plants on the exterior of the property.

Mr. Korn acknowledged that he had an artificial wreath on his front door and never received a violation letter.

Mr. Christofoli pointed out that they never pushed this issue and they should not be sending violation letters.

Severn Trent Management Services

The following was addressed:

- Mr. Christofoli questioned what they were paying the Attorney for legal fees.
  - Ms. Young will find out and obtain prices from other firms for comparison purposes.
- A resident questioned whether AR Resources was in line with what the Master Association was doing.
  - Ms. Young confirmed this was the case.
  - The resident suggested that the late fees and interest be negotiated with AR Resources.
  - Ms. Drinkwater pointed out that according to the covenants; they were limited on the amount of interest charged.

**VI. OLD BUSINESS**

- **Entrance Asphalt-Stamping**

This matter was addressed above.

**VII. NEW BUSINESS**

- **1783 Margaret's Walk Drive – Catano Violation – Commercial Vehicle Letter – Void Late Fee and Interest**
- **Pool Issue – County – Coulter**
- **Artificial Plants**

These matters were addressed above.

**VIII. ADJOURNMENT**

There is an ARB/REC meeting scheduled for May 9, 2011. The next regular meeting is scheduled for June 13, 2011 at 6:30 P.M. at the Swim Park. Future meetings will be the second Monday every other month starting in June. The ARB/REC meetings will run concurrently at 6:00 P.M. Each Board member attends the ARB/REC meeting on a rotating basis.

With there being no further business to come before the Board;

**A motion was made by Don Christofoli seconded by Bill Korn to adjourn the meeting at 7:40 P.M.; with all in favor, the motion carried.**

Carol Young, CMCA  
Severn Trent Property Management  
For Margaret's Walk HOA