

**MARGARET'S WALK  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
December 13, 2010 @ 6:30 P.M.  
Conference Room  
FLEMING ISLAND PLANTATION AMENITY CENTER  
2300 Town Center Blvd.**

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

Ms. Joyce called the regular meeting to order at 6:35 P.M.

**Present:**

Don Christofoli, **President**

Bill Korn, **Vice President**

Mike Brady, **Secretary/Treasurer**

Gwen Joyce, **Community Association Manager**, Severn Trent Services

3 Residents

Attendance was taken and a quorum was established.

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

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

**III. OWNER'S FORUM**

The following concerns were addressed by residents:

- Resident 1 addressed the new format on the water bills.
  - Instead of billing monthly, they are now providing an itemized breakdown for each tier, which causes major increases for those with large families.
  - The Clay County Utility Authority acknowledged that this was due to enforcement by the St. Johns River Water Management District and suggested that residents contact their local representatives.
  - Mr. Christofoli noted that this issue was a state matter and urged the BOD to speak to Representative John Thrasher who lives in Eagle Harbor.
  - Mr. Korn suggested that residents send emails to the state representatives through [www.florida.gov](http://www.florida.gov).
- Resident 1 questioned the BOD's policy on street parking.
  - Mr. Christofoli explained that they were enforcing street parking if a car was parked more than one day or over the weekend. The owner of the truck parked in the street for more than a week went to Afghanistan and his mother was supposed to pick up the truck and never did. The truck was finally moved to Wal-Mart.
  - Resident 2 pointed out that at the front island, there were two houses besides each other who have more cars than they can fit in their driveway and they are taking turns parking one in the street.
  - Mr. Christofoli acknowledged that for the most part, owners are abiding by not parking in the street.

Severn Trent Management Services

- Resident 2 expressed concern about gates being left open on the weekend for garage or estate sales.
  - Mr. Christofoli does not see anything wrong with leaving the gates open as it does not create any problems, but future requests to leave the gate open for garage sales should be taken on a case-by case basis.
  - Resident 2 believes it was an invasion of privacy to leave the gates open on the weekend. He pointed out an instance where a car stopped in front of his house on Saturday to look at what was in his garage, which was open.
- Resident 2 pointed out that it was discussed at several meetings that this was a gated community and visitors should be utilizing the keypad to gain access.
  - Mr. Brady acknowledged that he has always been concerned about logistical issues regarding the gate and taking requests on a case-by case basis was setting a precedent.
  - Ms. Joyce suggested having someone posted at the key pad to let people in when residents have events at their homes..
  - Mr. Christofoli requested that the BOD members draft a policy to discuss at the next meeting.
- Resident 3 requested reflectors for the exit gate.
  - This is to be discussed under the Manager's Report.

**IV. APPROVAL OF MINUTES FOR JUNE 14, 2010 AND OCTOBER 11, 2010 MEETINGS**

**A motion was made by Bill Korn, seconded by Mike Brady to approve the June 14, 2010 regular meeting minutes as amended; with all in favor, the motion carried.**

**A motion was made by Mike Brady, seconded by Bill Korn to approve the October 11, 2010 budget workshop meeting minutes as amended; with all in favor, the motion carried.**

**V. MANAGER'S REPORT**

- Financials
- Delinquencies
- Violations

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

**For the Month of October 2010**

Total Income: \$5,478.96  
Total Expenses: \$3,832.82  
Net Income: \$1,646.14

**Year to Date October 31, 2010**

Total Income: \$81,778.66  
Total Expenses: \$73,952.78  
Net Income: \$ 7,825.88

**For the Month of November 2010**

Total Income: \$5,428.37  
Total Expenses: \$4,543.81  
Net Income: \$ 884.56

**Year to Date November 30, 2010**

Total Income: \$87,207.03  
Total Expenses: \$78,496.59  
Net Income: \$ 8,710.44

Mr. Christofoli noted that the financials look good and estimated by the end of December, they will have several thousand dollars left over to carry forward.

- **Delinquencies**

**Delinquencies October 2010**

There were 28 delinquent owners in the amount of \$8,333.71.

**Delinquencies November 2010**

There were 25 delinquent in the amount of \$8,189.68.

**Gate**

McKinley Welding was contacted to install reflectors on the gates.

**Sidewalk**

The sidewalks on Margaret's Walk Blvd. and Sentry Oak Court will be repaired in January by Sauer Concrete for \$1,118.00.

**Entrance**

Sauer Concrete will need more time to research and find suitable material to paint over the stamped concrete.

The following was discussed:

- Mr. Christofoli noted that this was not stamped concrete at the entrance, but stamped asphalt.
- Mr. Brady noted areas where the paint was raised and suggested that Sauer use DOT paint, which was impossible to remove from asphalt.
- Mr. Christofoli pointed out that Sauer Concrete has done a great deal of work for the CDD and were satisfied with their work. They will find the best material and provide a proposal.
- Mr. Brady questioned whether they were re-surfacing or re-painting. Mr. Christofoli explained that they were re-painting. To install pavers would be cost prohibitive.

**Inspections/Violations**

The BOD has been provided with a copy of the latest inspection report.

- **Lawns**

Lawns are now dormant so the only letters concerning lawn violations will be for weeding until spring on a date to be determined by the BOD. The Master HOA decided to send dead sod letters with a deadline to re-sod by March 1, 2011. Other yard maintenance issues will continue to be addressed.

There was consensus from the BOD to revisit this matter at the February meeting.

## VI. COMMITTEES

### A. REC Committee Meeting

An REC meeting convened on November 8, 2010 at the Amenity Center. The following requests were considered:

1. 1765 Margaret's Walk Road – Trash Can in View – Owner appeared.
  - The Committee decided to postpone until January. STS is monitoring. They were also sent a violation letter for a soccer net that recently appeared.
2. 1647 Marsh Winds Court – Dead sod.
  - The Committee decided to postpone until January due to a death in the resident's family.
3. 2866 Grand Oaks Way – Dead sod.
  - The Committee waived the fine and will re-inspect in January because the owner responded and hired a professional landscaping company to work on the lawn. In the meantime, sod was installed, but it died.
  - Mr. Christofoli pointed out that the owner stacked up the sod and allowed it to sit for several days in the sun without water.
  - It was noted that this house was the worst looking in the neighborhood with the dead sod and re-painting of the stucco.

### B. Architectural Review Board

No ARB meetings were held in October or November.

## VII. OLD BUSINESS

Mr. Christofoli addressed the following:

- Reported that the real estate agent removed their signs.
  - Ms. Joyce admitted that she kept reminding the realtor to remove the signs as well as first and second notices to the owner. Eventually, she sent a certified letter to the owner.
- The structure by the river in the wetlands has not been removed, but the CDD Attorney determined that this is a CDD matter as all wetlands belong to the CDD. They are in the process of contacting the SJRWMD.
  - Ms. Joyce noted that she provided the CDD representative with the name of her contact at the SJRWMD.
- The HOA is currently paying \$89 per month for a 5x10 storage locker. There are many items in storage that they do not have any use for and should be removed such as the plywood from the Fall Festival and an awning, which should be disposed of. Only the Christmas decorations should be stored. Davis Rentals offers a non-climate control 5x10 storage locker on the first floor for \$50 per month with two free months. This would save the HOA \$30 per month.
  - It was questioned whether HOA records were being stored in the storage locker.
    - Ms. Joyce confirmed that the HOA records were being retained by STS.
  - Mr. Brady questioned whether they were under contract with the current storage company.
    - Mr. Christofoli confirmed that they paid through the end of February.
  - *There was consensus from the BOD to terminate the agreement with current storage company and sign a contract with Davis Rentals.*

**A motion was made by Mike Brady seconded by Bill Korn to terminate the agreement with the current storage company and sign a contract with Davis Rentals for a non-climate control 5x10 storage locker for \$50 per month with two free months starting in January 2011; with all in favor, the motion carried.**

- Matt and Michelle are providing candles in bags to the residents for the luminaries' event on Saturday.
  - Ms. Joyce questioned whether the gates needed to remain open for the event.
    - Mr. Christofoli believed that the gates needed to be left open because the Fire Department drives in with Santa Claus.
  - Mr. Korn questioned what time they should open the gates.
    - Mr. Christofoli suggested opening the gates at 5:30 P.M. and closing them at 10:00 P.M.
    - With this event, judges drive around and awards are given to the community with the most participation. Last year MW had the most participation.
    - Mr. Christofoli noted that this event is paid for with HOA money, but was worth the money.

**A motion was made by Bill Korn seconded by Mike Brady to open the gates at 5:30 P.M. and close them at 10:00 P.M. for the Luminaries Event on December 18, 2010; with all in favor, the motion carried.**

- The Harrisons and Bennett's installed the Christmas decorations at the entrance. They had to purchase new bulbs as the old ones were not able to be repaired. An electrician had to be called in to repair one outlet.
  - Mr. Christofoli and Ms. Joyce noted that the lights were beautiful and they did a great job.
- Mr. Brady noted that the August minutes addressed Marco Electric repairing a transformer and replacing bulbs.
  - Mr. Korn noted that Marco Electric has been out three times. The problem is that there are several different types of bulbs.
  - Ms. Joyce confirmed that they were not charged for the second time Marco came out.
  - Mr. Christofoli pointed out that Marco Electric suggested replacing the two incandescent lights behind the hinges at the gates with florescent lights, which last longer and use less electricity as the incandescent lights are 300 watts and burn out fairly quickly.
  - Every post now has a light and the center lights will be repaired by Marco Electric tomorrow. They replaced the pole on the right and installed a new box.
    - Ms. Joyce wondered whether the landscapers damaged the box.
  - Mr. Christofoli questioned whether they could receive reimbursement for the fixture that was replaced in April that burned out.

## Severn Trent Management Services

- Ms. Joyce will speak to Marco Electric to see what they will do. She recalls that they placed a sticker on each post with the date that the bulb was replaced.
- Mr. Christofoli expressed his disappointment with Austin Outdoor planting Begonias in the winter because he knew they would die if it got cold and after the recent frost, they all died.
  - Ms. Joyce was informed by Austin Outdoor that they did not expect the Begonias to die because it typically does not get that cold in December.
  - Mr. Christofoli noted that Austin Outdoor was planning to replace the dead Begonias with Pansies next week.
  - He expressed concern about Austin Outdoor removing the red Pentas because they were cold hearty..

### **VIII. DIRECTOR'S NEW BUSINESS**

- Mr. Christofoli noted that the white architectural features along the wall outside of the gate near the large column needs to be re-caulked as fiberglass was coming loose. When it was painted a year ago, it was caulked.
  - Ms. Joyce will check the minutes to see when the painting was completed and contact the contractor.
- It was noted that every financial report indicates the number of delinquencies and questioned whether there were ever 25 delinquencies.
  - Mr. Christofoli pointed out that some were small fines such as for car stickers. There are 9 owners who have not paid their dues for two years or more and they received liens. Two homes are in foreclosure. A home on Marsh Winds Court was owned by the Mortgage Association and they owed \$1,100.

### **IX. NEXT BOARD MEETING**

The next meeting is scheduled for February 14, 2011 at 6:30 P.M. Mr. Brady requested that the date be changed.

After further discussion, the next meeting was moved from February 14, 2011 to February 21, 2011 at 6:30 P.M. This will be an ARB and BOD meeting.

Mr. Korn wished everyone a happy holiday!

### **X. ADJOURNMENT**

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

**A motion was made by Mike Brady seconded by Bill Korn to adjourn the meeting at 7:53 P.M.; with all in favor, the motion carried.**

Gwen Joyce, LCAM, CMCA, AMS  
Severn Trent Property Management  
For Margaret's Walk HOA