

Carrington Place Condominium Association, Inc.
Board of Directors Budget Meeting
October 15, 2020

Minutes

The meeting was called to order at 6:31 pm. at the Fleming Island Amenity Center Pavilion located at 2300 Town Center Blvd., by President, Donna Isley. A quorum was established.

Present: Board members Donna Isley, Jean Hoelscher, Judy Chatain, and Patricia Lougheed were in attendance; Kathy Melton, CAM represented The CAM Team.

Calling of Roll and Certifying a Quorum:

A quorum of Board members was present.

Proof of Notice of Meeting:

Proof of Notice was provided showing that notice of the meeting was mailed out to all owners of record in accordance with the Association's documents and Florida Statute. A copy of the notice was also posted on the property.

Minutes

Jean Hoelscher made a motion to approve the minutes from the July 16, 2020 Annual Meeting as written. Patricia Lougheed seconded. None opposed and the motion carried.

Open Forum: None

Manager's Report:

Financial Report – As of September 30, 2020

Operating Account	\$ 271,129.47
Reserve Account	\$ <u>546,877.95</u>
Total	\$ 818,007.42

- Total Accounts Receivable: \$5,434.58. Total delinquencies over 90 days: \$2,830.85.
- Statements are mailed monthly and were last sent on October 9th. One account was sent a courtesy letter and if payment is not received by October 31, 2020 the account will be turned over to Ansbacher Law. Two account are currently with Ansbacher Law. One account settled out recently and was returned to the Association (\$2,085.26) was received. Another account will be settled and returned on October 23rd.
- There have been two new owners since the July 2020 meeting (Units 504 and 515).
- Proposals are being requested for several projects, including the pressure washing of the buildings and concrete areas, and for the re-roofing of the buildings. One quote for pressure washing has been received and another should be received early next week.
- The annual backflow/sprinkler inspection will be completed tomorrow by Wayne Automatic. Notices were posted on doors last weekend.
- Dumping issues at the dumpster area have improved. No response has been received from the insurance claim filed by Republic Services for damage to the dumpster area gates.
- All maintenance issues should be reported to Management.

Old Business:

- **Parking Decal Update** – To date, fifty-one (51) units have submitted information for parking decals. Jean Hoelscher shared that she has talked to a number of homeowners/residents who are not in favor of parking decals and that the rules are invasive. She wants to ensure that the rules are being enforced equally and suggested that the program be put on hold until the attorney can be consulted. Donna Isley stated that the rules are enforced fairly and that the regulation of parking came about due to cars with expired license plates, cars left/abandoned in parking spaces, and to help with the trash issue. A suggestion was made that going forward the Board should contact residents to get their input on a change like this before a policy is enacted. Jean Hoelscher made a motion to pause the parking decal policy until the attorney can be consulted and to determine if 2/3 of the membership must vote to enact the policy. Patricia Lougheed seconded. After discussion, a vote was called and the motion carried with three Board members in favor and one opposed (Donna Isley).
- **Drainage Update** – A proposal from Jeff's Excavating was approved at the last meeting to address drainage issues between the 1/2 and 5/6 buildings - \$12,391.14. A crew came out for a day and a half and uncovered a number of drains that are already on the property. Drains have been covered up by mulch and landscaping. The total cost was \$1,800.00. The landscape contractor was notified to find additional drains and to make sure all drains are uncovered and that the outlets to the ponds are kept clear of grass and debris. FDOT was notified to clear the drain for the community along US 17. The landscape contractor notified Management this afternoon to say that they cleared out all of the drains and found two more that had groundcover growing on top of them. They will clean those out as soon as possible. A suggestion was made to look in the records to determine if as-builts for the drainage system were turned over to Management.

New Business:

- **Approval of 2021 Budget** – A copy of the proposed 2021 budget was mailed to all owners of record. The budget calls for assessments to remain at \$175.00 per month. Two proposals for trash service were received as the contract with Republic Services expires next month: Waste Pro and Waste Management. Both proposals show a significant savings for trash services. Republic Services has not submitted a renewal proposal although one was requested. Consideration of the proposals was tabled so that references can be requested and so that the bulk pick-up services for Waste Management can be clarified. Jean Hoelscher made a motion to approve the budget as presented. Donna Isley seconded. None opposed and the motion carried.

Suggestions were made to put a "No Outlet" sign at the entrance to the neighborhood and to add a dog station along the fence line behind the 5/6 buildings.

- **Speed Bumps** - A homeowner at the Annual Meeting requested that the Board consider adding more speed bumps in the community. Information on speed bumps/costs was provided to the Board, but the matter was tabled and will not be considered at this time.
- **ARC Approval** - Two ARC Requests were received from Unit 515. The first was for a retractable screen door. The consensus of the Board is that this will increase the homeowner's enjoyment of their unit. A motion was made by Jean Hoelscher to approve the retractable screen door. Donna Isley seconded. None opposed and the motion carried. The style of the door will be posted on the website as an example of what type of screen door would be acceptable.

The second ARC request was to install additional laminate flooring in the unit. A motion was made by Jean Hoelscher to approve the request. Donna Isley seconded. None opposed and the motion carried.

- Board members – An additional Board member is needed. Rick Nelson volunteered to serve on the Board. Patricia Loughheed made a motion to appoint Rick Nelson to the Board of Directors. Donna Isley seconded. None opposed and the motion carried. Patricia Loughheed made a motion to appoint Marie Rosenthal to the Board in her place and she would resign. Jean Hoelscher seconded. None opposed and the motion carried.
- Additional Discussion – Rick Nelson suggested that the Board needs to address the AC condensate lines in the community as each line is tied to two units. He suggested that the Board be proactive to clean the lines.

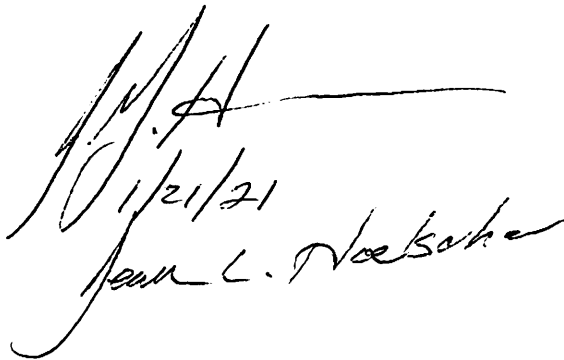
Two Board members can carry on a conversation about the community without it being considered a Board meeting, but any more than that would be considered a quorum of the Board. The meeting would then have to be posted in accordance with Florida's Sunshine Laws.

A unit at Building 5 has melted siding that will be repaired soon. It will be difficult to match the siding exactly so the Board discussed options, such as taking pieces from other areas where a new piece of siding would not be noticed.

Next Board Meeting: Management will reserve the Splash Park meeting room for the meetings next year and send out a proposed schedule of meetings to the Board for approval.

Adjournment

All business being completed, Donna Isley made a motion to adjourn the meeting. Jean Hoelscher seconded. None opposed and the meeting was adjourned at 8:16 pm.



1/21/21
Jean L. Hoelscher