

**MEETING OF THE BOARD OF DIRECTORS  
CARRINGTON PLACE AT FLEMING ISLAND PLANTATION CONDOMINIUM ASSOCIATION  
JANUARY 18, 2024  
THE FLEMING ISLAND SPLASH PARK**

**CALL TO ORDER**

The Board of Directors of Carrington Place was called to order at 6:01 p.m. on Thursday, January 18, 2024.

**ESTABLISHMENT OF QUORUM AND PROOF OF NOTICE**

A quorum was established. Donna Isley, Judy Chaitan, Patricia Lougheed, Jean Hoelscher, and Erick Nelson were all present for the Board. Christina Bloomfield, LCAM was present for The CAM Team.

Notice was posted three (3) days prior to the meeting on Monday, January 15, 2024, on-site and by email on Tuesday, January 16, 2024.

**HOMEOWNERS FORUM** – No homeowners were present at this meeting.

**APPROVAL OF MEETING MINUTES for October 19, 2023, Budget Meeting** – Jean Hoelscher made a motion to approve the minutes as presented, Donna Isley seconded, and the motion carried.

**MANAGEMENT REPORT BY THE CAM TEAM**

From December 2023 Financials

\$ 67,342.62 Popular – Operating  
\$450,413.89 Combined Reserves  
\$146,947.91 Southstate Bank CD  
\$664,704.42

Collection Status:

- 0 - Payment Plans
- 2 - NLA
- 0 - Lien Status
- 0 - Attorney Payment – On Hold
- 0 - LMF Funding
- 0 - Bankruptcy – Foreclosure (Association/Bank)

Jean Hoelscher asked about our investments. CD rates were discussed, and Jean asked how much we could invest from our combined reserves. Jean presented a rates comparison and suggested we diversify investments over several CDs with varying maturity times so as not to tie up money if we need it.

Judy Chaitan conferred, and the Board discussed strategies regarding the moving around of reserves. The Board asked when the CD currently in Southstate would mature and the interest rate. The Board also requested their financials be on the portal separate from the homeowner financials, and asked why interest for the reserves was coded to a different GL.

Erick Nelson stated that having \$146,947.91 in a CD was a lot, emphasizing the Association does not need that much. Erick's concern was that future members may question what the Board was doing with that money.

Christina Bloomfield explained that some of the money in reserves would be used toward siding repairs and sealcoating of the asphalt this year reducing the perceived overage in reserve funds.

The Board also requested that Christina Bloomfield look at the Reserve Study age and determine when the next one is due.

## **OLD BUSINESS**

### **Parking Lot Repaving**

Duval Asphalt - \$161,300.88

First Coast Asphalt - \$158,268.45

Pro Sealed Asphalt - \$179,650.15

The above bids were discussed, and the Board asked that we have all the companies rebid no later than March since some of the proposals were almost a year old. The bids need to be compared for car stops, the dumpster area where the trucks may be grinding into the asphalt, and costs that have increased since 2023.

### **Landscape Contract**

The Huista contract is for forty-two (42) visits on Friday with monthly irrigation inspections, the first one will be February 3<sup>rd</sup>. Crepe Myrtles will be finished trimming by Huista on the second visit. Chemical treatments are in the Board packets, and they will take over for Landscape Remedies on February 1<sup>st</sup>.

### **Vinyl Siding and Building Exterior Repairs**

The Board walk on the 10<sup>th</sup> was very productive. There are minimal masonry concerns, and primarily issues with the vinyl are delamination of trim around doors and windows or parallel to the roof line. Bids are in progress for the repairs.

Finally, dryer vents are missing in some areas and need to be cleaned by homeowners. The Board agreed The CAM Team would send an email blast to all owners about dryer vent cleaning and waiting to replace any damaged dryer vent screens after. Judy Chaitan said we should provide a list of contractors to homeowners.

Christina Bloomfield explained that a homeowner stopped in to report that the main shut off valves for each unit outside the building were not marked. Erick Nelson said that Clay County Utility could be contacted to label them for us.

**NEW BUSINESS**

**Clearing Downspouts / Drainage**

During our walk we also observed drainage and washout issues. These are due to clogged downspouts. Bold City Landscaping is willing to bid on this for us at \$110 per spout to be flushed. An initial inspection of which ones need to be done would be \$112.

Erick Nelson said Kathy Melton of The CAM Team, the Senior CAM for Carrington Place, would have the drainage maps for the property and indicated that the pipes from each building ran to the pond and need to be jetted backwards from the pond to the pipes instead of from the drainage spouts or NDS corrugated coupling. Erick also indicated he was working with Evan at the CDD to assist in resolving the problem.

Christina Bloomfield said she would ask Kris Kennedy with Bold City Landscaping to contact Erick and they could set up a walkthrough so Erick could show Kris more specifically the layout of drainage in Carrington Place.

**Fire Extinguisher Boxes**

Some Boxes were found without ties to close the lids. This has been reported to Wayne Automatic.

**BIDS TO APPROVE**

**Sprinkler Head Replacement** – Wayne Automatic \$3055 for damaged or painted heads in bldgs. 1-6. The Board asked if we had a list of the units, and Christina Bloomfield presented the report from the inspection in October of 2023. Donna Isley made a motion to approve the proposal, Jean Hoelscher seconded the motion, and the motion carried.

**Wind Mitigation Survey** - Six (6) buildings @ \$150 each = \$900. Erick Nelson asked if a wind mitigation survey would really help to lower our insurance costs and asked Christina Bloomfield to investigate this with our insurance company. The survey bid was tabled.

**BIDS TO RATIFY** – None.

**NEXT MEETING SCHEDULED FOR April 18, 2024**

**ADJOURNMENT**

All business being completed, Jean Hoelscher made a motion to adjourn the meeting, Patricia Lougheed seconded the motion, and the meeting adjourned.

**APPROVAL SIGNATURE:**  \_\_\_\_\_ 5-2-24