

**BUDGET MEETING OF THE BOARD OF DIRECTORS  
CARRINGTON PLACE CONDOMINIUM ASSOCIATION, INC.  
THURSDAY, OCTOBER 17, 2024, AT 6:00 PM  
THE FLEMING ISLAND SPLASH PARK**

**CALL TO ORDER**

The Board of Directors of Carrington Place was called to order at 6:13 p.m. on Thursday, October 17, 2024.

**ESTABLISHMENT OF QUORUM AND PROOF OF NOTICE**

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

Notice was mailed to homeowners fourteen (14) days in advance on October 3, 2024.

**HOMEOWNERS FORUM**

A homeowner in unit 601 asked about the asphalt milling project because she claimed she did not receive proper notice, and the Association attempted to relocate her vehicles.

After some discussion, the Board agreed to post additional notices for the striping of the parking lot. The CAM Team will order bandit signs for the trash corral, mail center and entrance as well as posting at the mail center kiosk. Notices will once again go onto the doors and will be taped. Email blasts will occur every day until the project is completed.

The same owner asked about dog walking policies saying she had seen a pit bull in the community not using the dog stations. She asked that we put a notice at the mail center to remind pet owners about the pet policies.

**APPROVAL OF MEETING MINUTES for July 18, 2024** – Judy Chaitan made a motion to approve the minutes as presented, Donna Isley seconded, and the motion carried.

**MANAGEMENT REPORT BY THE CAM TEAM**

From September 2024 Financials

\$ 28,494.36 Popular – Operating  
\$317,398.28 Popular – Sweep Reserve 8677 – IR is .80 %  
\$ 50,868.47 Cadence Bank Reserve 1780 – IR is .01 %  
\$147,616.17 Southstate Bank CD – IR is 4.75% (Matures 4/23/2025)  
\$150,782.98 Fidelity Investments CD – IR is 4.3% (Matures 9/5/2025)  
\$695,160.26



1-16-2025

## Collection Status:

- 2 – Attorney Payment on Hold
- 2 – NLA

## OLD BUSINESS

**Landscaping** – Huista Enhancements were completed. New sod was installed, trees were trimmed off light poles, and Jasmine was added to the beds at 102 and 411. Additionally, Crepes and Magnolias were trimmed off the buildings for \$1,690.

Huista Enhancements include sod replacement (\$5,400), trimming a tree from the light pole and adding Jasmine in front of units 102 and 411 on the islands (\$525). Total \$5,925.

## Capital Projects –

- **Pressure Washing and Gutter Cleaning** – Both completed by Home Gnomes. Sidewalks were not done because of the asphalt milling project. They will be done after the striping is completed. The Board discussed performing gutter cleaning annually, at least on buildings 5 and 6 nearest to the pine trees.
- **Asphalt Milling Project** – First Coast Asphalt has milled and resurfaced the entire property. Striping is scheduled for October 29-30. New notices will be sent out by email and hand delivered. Rick Nelson asked when the speedbumps will go back down. That is scheduled to be done after the striping.
- **Property Drainage** – Two vendors have evaluated this. The plan is to camera the ADS lines (2 at each section of the property) from the pond back and if no obstructions are found to camera the drain grates at buildings to find obstructions. The lines will then be jetted to clear any obstructions found. The CAM Team will acquire bids for this now a clear scope is in place. Only buildings 4, 5, and 6 may need their drains cleared to the pond.
- **Exterior Renovations**
  - **Vinyl Siding** – Needs minor maintenance to door frames and areas where buckling, dryer vents.
  - **Exterior Painting** – Doors, balcony and supports, shutters, metal fascia all need to be painted. Regarding the timing, the Board would like to paint no later than spring and want to use the best quality paint.
  - **Stone Repairs** – On an as needed basis, not to remove the entire wall for repair. Rick Nelson suggested I contact the CDD to find a contractor to bid this since all the stone work is the same in Fleming Island Plantation.
- **Waste Haul Contract** – Waste Management approached us about rebidding the contract for our two (2) 8-yard containers. The current contract with Waste Pro and bid from Waste Management are being presented to the Board for review.

Waste Pro – Contract since April 2021 - \$700 initial for two 8-yard containers and 5 free bulk items per month plus \$15 p/item after and white goods (appliances) \$30 p/item. Annual and semi-annual in 2023 increases were 9-10%. Currently, we pay 1046.32 for just the 2 containers + fees.

Waste Management – Bidding \$873.91 (\$646 + fees for two 8-yard containers). 15 free bulk items per month and \$15 each thereafter. White goods \$20 each. All delivery fees are credited once the account bills the first time.

Community Disposal is not available to do container trash management in Clay County. Republic Services approached for a bid twice and no one contacted me.

<sup>BIGLIN</sup>  
Greg Biglin of ACE Cleaning said that our current vendor is very cooperative in picking up waste others will not and helpful in getting the can emptied and cleaning up after.

The Board discussed this and agreed if we can get Waste Pro to honor their contract bid above we should stay the course with them versus changing.

## NEW BUSINESS

**Backflow Repairs** – In August a seal on a valve was corroded and blew off the backflow. Wayne Automatic repaired the backflow for \$579. Despite the amount of water lost that day, our monthly water bill was not impacted. The CAM Team did submit a leak credit just in case.

**Building 4 Monitor Module and Building 6 24Vdc bell** – Donna Isley made a motion to approve these repairs, Judy Chaitan seconded, and the motion carried. Rick Nelson asked if there had been a full system overhaul recently. Because Wayne Automatic checks the system on a regular basis, one is not needed. Rick did ask The CAM Team to get a bid to replace the insulation on the backflow that sprung a leak in August.

**Trees on Marsh Hawk Lane** – Public Works has an open ticket. I followed up on this today and it is still open. The storm damage is probably slowing this down.

**Sidewalk Damage** – Premier American Construction performed concrete renovations in July of 2022. This should be revisited semi-annually. It is time for this type of work now and should be bid and done prior to sidewalk cleaning.

**Screened Enclosures** – Donna Isley got a bid from Matthew's Screens LLC for \$1536. Does the Board approve the scope and allow screened enclosures on first and second floors or second floor balconies only.

There are some concerns that need to be vetted before Board approval. Rick Nelson suggested that someone somewhere must have implemented screened enclosures at a condominium who could act as a resource to us regarding the concerns of maintenance, enclosing a common area element, color of the screens and how to verify a uniformity of installation. Judy and Donna Isley will begin researching for a resource.

**Hurricane Damage** – Shutters were blown down at buildings 1 and 3. Hernandez Soffits will repair or replace the shutters. A roof leak was reported at unit 315 and a shingle found at building 6. Dubo Roofing was called to do a roof inspection this week.

**Incident at Unit 611** – Neighbors have complained about noise disturbances from this unit. In March a violation was sent for “construction noises”. The owner denied the noise. In September, the owner began to remove all his unit contents to the areas around the trash corral. Bulk pick up was ordered but the items were removed, perhaps by the owners parents who seem to be actively involved in this situation. The police have been called to the unit on a regular basis according to a neighbor.

The Board would like to pursue what is needed to legally correct this problem for the neighbors. The CAM Team will reach out to Ted Brown, attorney for guidance.

**HVAC Drain Lines** – Judy Chaitan and Patricia Lougheed agreed to test to see if the lines are common area drain lines since they live above and below each other.

**Carrington Place Project Tracking Spreadsheet** – A project tracking sheet has been created to keep track of vendors and maintenance projects on the property. This will be emailed to the Board as required. I have my own internal digital To Do list through Microsoft, so this is strictly for the Board to see things at a glance.

**Approval of the 2025 Budget** – Christina Bloomfield reviewed the budget line-by-line with the Board and asked if they would approve the recommended increase from \$201.25 to \$229. The Board asked that any surplus from 2024 be used to offset any budgeted increase for 2025 to reduce the increase to \$215.

Rick Nelson made a motion to approve the budget with that change, Judy Chaitan seconded, and the motion carried to approve the 2025 Budget.

**2025 Meeting Schedule and Location** – Christina Bloomfield has approached Vesta about moving the meeting location to the Amenity Center versus the Splash Park for our quarterly meetings in 2025. The Board all liked that idea and agreed if the room was available, we should make the change.

**ADJOURNMENT** – Judy Chaitan motioned to adjourn the meeting, Rick Nelson seconded, and the meeting adjourned at 8:18 p.m.