

MARTIN'S GARDENS

HOMEOWNERS ASSOCIATION, INC.

**Budget Meeting and Board of Directors Meeting
August 22, 2018
Bloomingdale Regional Library
Meeting Minutes**

1. Call to Order-Certifying of Quorum

The meeting was called to order at 6:30 p.m. by Robert Vega, Board President. Board members Susan Fritzer and Gail Wallace were in attendance; therefore, a quorum was established. It was confirmed that the meeting notice was timely posted at least 48 hours in advance. Jeana Wynja represented McNeil Management.

2. Reading of Unapproved Minutes

The Board reviewed the prior meeting minutes as prepared by the Manager.

On Motion: Duly made by Susan second by Gail and carried unanimously.

Resolve: To waive reading of the prior meeting minutes and approve them as presented.

3. Reports

Manager presented financial reports which indicated that the operating account currently has \$7,826.26 and the reserves account currently has a balance of \$6,367.49. Manager reported that the budget variance is under budget \$2,699.99. All alteration applications received since the last meeting were approved.

4. Business

Budget: The postcard announcing the budget meeting was mailed on August 2, 2018 to all owners. The Board reviewed the proposed budget for 2019 as presented. Funding was shifted around so to keep the assessment at \$200 per quarter.

On Motion: Duly made by Susan second by Rob and carried unanimously.

Resolve: To approve the 2019 budget as presented.

Common Property Conveyance: Manager informed owners present that prior to turnover, the builder (Alpha Homes, Inc.) did not convey the common property over to the Association. The Association's attorney is trying to locate the builder in order to resolve the conveyance issue.

Reserve Study: Board was presented with the reserve study proposal from Florida Reserve Study. Manager explained to the owners present that a reserve study provides an Association with an understanding of how to fund the reserve account to manage assets (gates, storm water drainage, streets, sidewalks, fencing, retention ponds, etc.) when said assets need to be replaced.

On Motion: Duly made by Susan second by Gail and carried unanimously.

Resolve: To approve the proposal from Florida Reserve Study as presented.

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Mini-Grant (lighting): Susan provided an update to the owners present, that the Association has applied for a \$5,000 Hillsborough County Mini-Grant to enhance the front entry lighting. If granted, the project will focus around a New Year's Eve Block Party at which time the Board is hopeful that the new entry lighting will be installed. There are 20 volunteers who have committed to help with setup and cleanup of the block party. The Board reviewed a quote from Graham Landscaping, but further discussed that they would like to see a visual layout of the plan from the landscaper.

On Motion: Duly made by Susan second by Gail and carried unanimously.

Resolve: To approve the application for the Hillsborough County Mini-Grant.

Landscaping Proposals: The Board reviewed proposals from Graham Landscaping.

Proposal No. 5 dated 8/20/18 – landscaping enhancements. Due to the cost, the Board has decided not to move forward with the proposal and will possibly revisit during the 2019 mini-grant season.

Proposal No. 6 dated 8/20/18 – fix sidewalk on exterior of community and paint the tank. The Board would like to engage Hillsborough County to fix the sidewalk on the exterior of the community. The Board and owners present were not bothered by the rust on the tank and decided not to move forward with painting.

Tree Removal: Graham Landscaping indicated that the large oak tree at the front perimeter of community is bothersome to the other plantings (Spanish moss falling onto crape myrtles). Susan indicated that builder had applied for removal of the oak tree during the construction of the community, and Hillsborough County denied the application for removal. Manager presented Board with two quotes –from Pete & Ron's Tree Service, Inc. and another from Panorama Tree Care. The Board decided to table removal based upon the denial of the builder's prior application and to trim the tree as needed.

Column Rust Control: The Board was presented with two proposals. Proposal from Suncoast Rust Control for initial cleanup of \$700 and ongoing treatment of the water for rust for \$175 per month. Proposal from Kevin Johnson for cleanup of columns only of \$165. Kevin indicated that the rust is thick and may not come off all of the way, but thought that most of the rust would be removed with cleanup. Board discussed placing some shrubs in front of the columns so to conceal further rusting. An owner mentioned that placing a sealer on the columns could assist with repelling rust from staining the columns.

On Motion: Duly made by Susan second by Gail and carried unanimously.

Resolve: To approve the proposal from Kevin Johnson for \$165, engage Kevin for sealer solution, and to engage Graham Landscaping for a proposal to install bushes at the columns.

Pedestrian Gates: The Board reviewed the proposal from American Access to replace the pedestrian gates with commercial grade steel gates for \$5,460.85. The manager indicated that the Association has spent roughly \$1,000 this year on repairs to the pedestrian gates only. Owners commented that observations have been made of a bicyclist aggressively pushing on the gate. Other owners commented that they use the gate daily with no issues. The Board decided to monitor the gate for now.

Paint Color Palette: Susan presented the new paint color palette and indicated that Sherwin Williams came on site to build the color palette book with colors close to the current scheme

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within the community. Manager will build the color palette and make it available on the Association's website.

Fence – east corner of the community: Manager investigated possibility of extending fence to close gap between Fern Grove and Martin's Gardens. The open parcel is owned by 2603 Red Fern Drive. Board discussed that, if the owner at 2603 Red Fern Drive agreed, that the Board would pay for a ranch style fence in order to close the gap between the two communities, so to present egress from the street.

On Motion: Duly made by Rob second by Gail and carried unanimously.

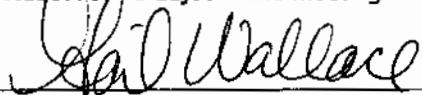
Resolve: To send the owner of 2603 Red Fern Drive a letter to see if they would agree to installation of a ranch style fence on their property if Martin's Gardens paid for the labor and materials.

Owner Comments: Owner commented that the vehicle gate remains open for too long. Manager will ask American Access to check the timing on the gate the next time they are on site for a repair. Owner of 2823 Colewood Lane indicated that landscapers need to be instructed to mow the common area behind her home. Owner concern regarding home site landscaping standards. Manager indicated that if an owner sees an enforcement issue, to take a photo, complete an Enforcement Request Form from the community's website and email it to McNeil Management. Owner commented regarding damaged mailbox within the community. Manager informed that the owner of the mailbox was provided with the information for Creative Mailbox to replace it, and owner is working with person who damaged the mailbox regarding replacement cost. Manager to instruct the Community Survey Team to send a notice to owner if the box is still observed as damaged. Owners were informed that the website has a "subscribe now" feature, where they can add their email address to receive website updates.

5. Adjournment

On Motion: Duly made by Susan second by Rob and carried unanimously.

Resolve: To adjourn the meeting at 7:35 p.m.



Prepared by Manager on behalf of Secretary