

Pottsburg Crossing Condominium Association, Inc.
Board of Directors Meeting
August 17, 2016 6:00 p.m.
Pottsburg Crossing Pool Cabana

I. CALL TO ORDER

The meeting was called to order by Eden Martin at 6:01 p.m. and a quorum was established. Proof of Notice was posted on the property in accordance with Florida Statutes.

II. COMMUNITY OPEN FORUM

Ben Merriewether commented that the gutters need to be checked where the joint goes into the ground to prevent future issues with foundations. He also asked whether the lights at the entrance had been repaired.

Travis Simpson discussed the need to increase available parking, and noted that the property across from Pottsburg Crossing on Bowden Road is available for purchase.

III. ESTABLISHMENT OF QUORUM

Present were: Eden Martin, Lin White, and Brittany Patterson; Kathy Melton represented The CAM Team.

Homeowners present: Lori Linares (1301), Ben & Rosie Merriewether (404), and Travis & Kristy Simpson (1504)

IV. APPROVAL OF MINUTES

A motion to approve the minutes from the March 23, 2016 Board of Directors Meeting was made by Eden Martin and seconded by Brittany Patterson. None opposed. Board approved.

V. FINANCIAL REPORT / MANAGEMENT REPORT

The July 2016 financials were e-mailed to the Board in advance of the meeting.

Operating Account balance as of July 31, 2016: \$160,909.27

Reserves Account balance as of July 31, 2016: \$611,473.22

(includes \$56,084.19 of operating funds)

Total Units – 110 – Forty-nine (49) units are owner occupied (3 are vacant and 1 is for sale). Sixty-one (61) units are rental units (1 occupied unit is for sale and one of the 5 vacant rental units is currently listed for rent. There have been two (2) new owners since the June Annual Meeting, and five (5) new tenants.

Four (4) accounts are more than 30 days past due, versus seven (7) at this time last year. The total amount delinquent as of July 31st is \$19,971.64 (\$15,724.82 of that total is the one account remaining with LM Funding).

Violations Report – A copy of the current violations report was provided to Board members.

Projects Completed:

- Roof leaks repaired – Units 801, 1503, & 1802

- Stucco repairs to Unit 703 resulting from water damage
- Pool fence repaired
- Window leak repaired – Unit 1104
- Entrance gate lighting repaired

Scheduled to be completed:

- Landscape improvements in progress (sod, shrubs, mulch)
- Community fence replacement to be scheduled upon approval of proposal
- Tree trimming and tree removal at Unit 1006 – tentatively scheduled for the week of August 22nd
- Irrigation valve replacements
- Sprinkler head replacements to improve coverage

VII. OLD BUSINESS - None

VIII. NEW BUSINESS

- Prior to the meeting, Ben Merriewether submitted a petition to the Board with the required signatures to add the addition of crape myrtles as an agenda item. Mr. Merriewether shared that he has a love of nature and feels that the addition of two crape myrtle trees between the 400 and 600 buildings would add to the beauty of the community and make the area by his unit more symmetrical with the surrounding units. He offered to absorb the cost of the trees if the budget was an issue. Board members raised concerns of setting a precedent of homeowners requesting additional landscaping, as well as other more pressing budget items that need to be addressed. The matter was tabled as a new landscaper will be hired in the near future and so that the attorney can be consulted about whether a homeowner can pay for items in the common areas.
- A proposed change to the parking rules was mailed out in advance of the meeting. Eden Martin made a motion to approve the change to the parking rules. Lin White seconded. None opposed. Board approved.
- A proposed rule for fireworks was mailed out in advance of the meeting. Eden Martin made a motion to approve the new fireworks rule. Brittany Patterson seconded. None opposed. Board approved.
- Three fence proposals were received to replace the perimeter fence. Each proposal included a vinyl fence and wooden fence option. As the vinyl fence option was more expensive and over the budgeted reserve amount, the Board reviewed the wooden fence options. A motion was made by Brittany Patterson to approve the wooden fence quote from Silverman Fence at a cost of \$32,092.00. Eden Martin seconded. None opposed. Board approved. The jasmine will need to be removed prior to installation of the new fence. A quote has been requested.
- Bids were received from Yellowstone Landscape, Brightview, and Total Lawn Care (TLC) for the landscape contract. The proposals were reviewed. A motion was made by Brittany Patterson to select TLC as the new landscape contractor at a cost of \$3,140.00 per month. Eden Martin seconded. None opposed. Board approved. Notice will be given to Bold City Green Works.
- A proposal was received from MRH Security Services Inc. to patrol the neighborhood, and to secure the pool each evening (7 days a week) - \$194.25 per week. A motion was made by

Brittany Patterson to approve the MRH Security Services Inc. bid. Lin White seconded. None opposed. Board approved. Notice will be given to the current security service provider.

- A proposal was received from Rick Arsenault to refinish the pool - \$29,750.00. The matter was tabled so that additional bids may be requested.
- The next meeting will be the Annual Budget Meeting. The meeting will be scheduled in November.

IX. ADJOURNMENT

All business being completed, Eden Martin made a motion to adjourn the meeting. Brittany Patterson seconded. None opposed. The meeting was adjourned at 7:43 p.m.

I hereby certify that this is an accurate and factual presentation of the Minutes of the Board of Directors Meeting held on August 17, 2016.



Eden Martin, President