

Mentone Homeowner's Association
Board of Directors

Minutes of the Mentone Homeowner's Association Board Meeting

August 20, 2009

Board Members Present: Angela Lounds-Singleton (President), Dave Jenkins (Vice President), Karen Ledee (Treasurer), Ron Newman (Secretary), Nick Nichols, Alan Tilly

Board Members Absent: None

Management Company Representative: Kelly Burch, Florida Community Management (FCM)

Board members gathered at 6:15 p.m. to review architectural requests, and a quorum was established. There was one item of business for the Architectural Review Committee, a proposal to widen the driveway and establish a parking area for a third vehicle at 6915 SW 85th Ter. The Committee was convened to address this proposal. After discussion, this proposal was not approved, for the following reasons: The proposed parking area for the third vehicle would be directly in front of the house, rather than on the other side of the garage from the front of the house (as currently exists at some residences). No Mentone residences currently have a three-car-abreast parking configuration where the third car parks directly in front of the house. In addition, the proposed driveway width was determined to be a violation of the Alachua County codes.

The ARC adjourned at 6:42 P.M

- I. The Board of Directors meeting was called to order at 6:43 p.m.
- II. There was a brief review of meeting procedures and protocol.
- III. The meeting was opened to comments from residents, with the following provisions: Speakers will state name and address, maintain a respectful tone, and limit remarks to three minutes.
 - a. Kathy Van Voorhis (7210 SW 80th Ter) objected to receiving a 15-day notice and brought photos showing corrective action being taken on dead grass areas in her front lawn.
 - b. Dave Pittman (7213 SW 84th Way) stated that the board needs to provide better guidance regarding the pruning of his hedge.
 - c. Ray Miznik (8409 SW 68th Rd) took exception to receiving a 15-day notice and stated his residence was exemplary
 - d. Adriane Moore (8020 SW 70th Pl) stated her family moved into the neighborhood in June, that she is paying Scott's to correct deficiencies in her yard, and wants to request an extension.
 - e. Patsy Murray (8132 SW 70th Pl) was concerned about the cost of mailing registered letters and wanted the board to quantify exactly how much was spent for the registered-mail 15-day notices; asked the board to identify who specifically is doing the CCR inspections; raised concerns about the condition of

Mentone Homeowner's Association
Board of Directors

- the jogging trail and common areas; and stated that correspondence with residents should be more personable and specific.
- f. Kenneth Kissida (8428 SW 68th Ter) was concerned that his work following the initial letter did not prevent him from receiving a subsequent 15-day notice, and asked if the placement of his trash can was really a problem.
 - g. Mr. Ramsammy (7223 SW 84th Way) stated that the hedge identified as a shared hedge is in fact the responsibility of Dave Pittman (7213 SW 84th Way), a statement which Mr. Pittman, who was present, did not dispute.
 - h. Jung Yoon (8044 SW 65th Ln) stated that letters need to be clearer and “toned down”; that pictures should be provided showing deficiencies; and that the standards of the community are too high.
 - i. Heather Easley (6909 SW 80th Dr) stated that she received her first notice in July and hired a yard service; and requested that the letters direct residents to communicate with the management company and tell FCM what action is being taken to avoid fines. She also stated that her home is being renovated soon and her front yard will probably need to be re-sodded after the renovation, so can the board grant her a reprieve until the renovation is completed.

The minutes from the July 16, 2009 board meeting were reviewed but not approved. The name of Alan Tilly was misspelled Tolly. Board members wanted additional time to review the minutes. Dave will correct the spelling of Alan Tilly's name and redisseminate the July minutes. This was done via e-mail and the minutes were approved by exception (no objection) on August 28, 2009.

IV. Reports of Officers:

- a. The Mentone President, Angela Lounds-Singleton, addressed the board. Angela stated she wants to bring the pool heater installation to conclusion. Dave offered to accept the heater as operational and will call Karl to arrange a meeting. Angela briefed the board on the vandalism which had occurred in the bathroom area of the pool pavilion. There is a powdery substance on the floor. Apparently, someone broke in and discharged the fire extinguisher. Angela raised these concerns: The fire extinguisher needs to be checked to ensure it's fully charged (AI 09-08-14). What are the after-hours procedures for vandalism reporting and possible HAZMAT actions? Angela next addressed the Mentone budget and briefed the board that the budget committee had met and formulated a list of questions for Kathy, the FCM accountant. These questions, and Kathy's responses, are attached as an addendum to these minutes. Next, Angela stated that we need some options for covering tasks for which there are no volunteers. For example, we may want to employ an outside subcontractor to perform updates to the Mentone website. Also, FCM is contractually obligated to inspect the property on a monthly basis, a task which board members and volunteers are currently performing. Angela next addressed the topic of pool parties and use of

Mentone Homeowner's Association
Board of Directors

the pavilion. The board needs to set a reasonable limit on the number of participants and establish guidelines (AI 09-08-15).

- b. The Vice President, Dave Jenkins, reserved his time to lead a review of the open action times when the board considered unfinished business.
- c. The Secretary, Ron Newman, had no comments.
- d. The Treasurer, Karen Ledee, briefed the board on the budget committee meeting and questions which arose.

V. Committee Reports:

- a. Landscape: We clarified that property inspection reports are due by the second weekend of the month, and sent to Kelly on Monday or Tuesday. Kelly will inform the board of any missing sections on the Wednesday following the second weekend of the month. Next we discussed the process for transitioning from friendly reminder letters to taking a property owner to fines and remediation. With the current round of 15-day notices, this involves re-inspecting the 50 or so properties which received registered letters; informing those owners whose property now meets standards that they are in compliance and that we appreciate their effort; and informing those owners who are not in compliance that fines will commence on XX date 2009, and that if not in compliance within 10 days the Association intends to hire a contractor and add the expense to any fines already incurred by the owner. Nick Nichols agreed to undertake the re-inspections of homes which received 15-day notices, and Dave and Angela offered to assist and provide a second set of eyes. We also agreed that in any correspondence with owners, we need to encourage communication with the management company. We discussed the inadvisability of power washing roofs, and any language which encourages this practice should be removed from the Mentone website, e.g., from the guidelines for compliance with the Mentone covenants (AI 09-08-16).
- b. Financial: We discussed the prep work needed prior to the formal budget meeting. We tentatively decided to have a separate budget meeting and not combine this effort with a normally scheduled board meeting.
- c. Playground/Recreation/Pool: Stephanie Kolb is no longer active in this committee and her name should be removed from the agenda. We agreed that any effort to install a fence around the playground should be held in abeyance due to budget constraints. Recreation and pool issues are addressed in the action items.
- d. Social: Patsy Murray briefed the board on the potluck gathering and all agreed that it was a great success despite the inclement weather. We expressed our thanks and appreciation for the efforts of the Social Committee, especially Patsy and Debra Martinez.
- e. Welcoming/Love thy Neighbor: Angela briefed the board that the committee plans to meet with new neighbors and make them feel welcome in Mentone.
- f. Architectural Review Committee: No new business that has not already been discussed.

Mentone Homeowner's Association
Board of Directors

VI. General Manager's Report: Kelly had nothing new to report from FCM. Board members expressed appreciation that Kelly's boss, Hal Whittet, was present at the meeting to provide support.

VII. Unfinished Business.

- a. Review of Action Items. Please see Action Items list for updates.
- b. Pool Heater. The water pipe work has been completed. Please see the Action Items list, AI 09-06-6, for details of the engineering steps required for final installation.
- c. Playground Area Maintenance. We discussed items such as mulching and pet excrement pickup. It was noted that The Pet Butler is no longer employed to provide pooper-scooper service.
- d. Playground Area Fence. We decided that with a limited budget and more pressing infrastructure needs, this project will be held in abeyance.
- e. Jogging Trail. The board asked Kelly to provide quotes for mulching of the jogging area trail and entrances as soon as possible (AI 09-07-9).
- f. CCR processes. This was discussed during the Landscape Committee report (paragraph VI.a. above)

VIII. New Business:

- a. We discussed extending the pool hours by opening earlier in the morning. 8:00 a.m. was tentatively agreed upon as a good year-round compromise. The signs at the pool area will need to be modified to reflect the new hours (AI 09-08-17).
- b. Garage Sale date. We need to pick a date ASAP, working around know UF football home games. Angela will provide a game schedule and seek a consensus from board members via e-mail.
- c. Newsletter. We need copy. Angela offered to send a file which is of the approximate length needed for articles.
- d. Maintenance list. Kelly presented the list of required maintenance actions (**attached**) to Jim Annis. Jim agreed to take on everything except the Pecan Park fence and replacing the rotting woodwork in the pool area. Kelly should get quotes for these projects (AI 09-08-19).
- e. Hiring of vendors. Dave has a prospective contractor (UF computer engineering grad student) interested in providing web page update services for \$10 per hour. Kelly will check with Hal to see if licensing and insurance is required for this kind of service.
- f. Other. We had a brief discussion about moving the meeting from the pavilion when we run past 9:00 p.m. Unresolved at this time.
- g. There was no additional news business.

IX. Homeowner Questions/Comments: It was after 9:00 p.m. at this point, so no residents were still present.

Mentone Homeowner's Association
Board of Directors

- X. Adjournment: A motion was made, seconded and approved to adjourn the meeting at 9:36 p.m.