

Cumberland Circle Community Association, Inc.  
Board Meeting  
September 22, 2022  
6:30 PM by Zoom

Call to Order

The meeting was called to order at 6:32 PM.

Attendance, Roll Call, Determination of Quorum

Board Members present were Mimi Carr, Joe Gleason, Joanne LaFramenta, Rick Mulligan, Loralee Hutchinson, Marti Thorndike, Billie Groff. Quorum was established with 7 of 9 board members present.

Absent: Victor Martinelli & Danny Lutz

Guardian Association Management Staff Present: Kelly Burch

Consideration of Minutes: Mimi Carr made a motion to approve the August 25, 2022, Board Meeting minutes as written stated. It was seconded by Loralee and approved unanimously.

Reports of Officers:

- Joanne LaFramenta, President – No report.
- Billie Groff, Vice President – Billie reported that there were several car burglaries in one night and there was one stolen vehicle. All incidents were reported to the GPD by the Neighborhood Crime Watch although no one that was a victim of the burglary reported it directly to GPD. A crime watch meeting was scheduled for September 27<sup>th</sup> and crime watch signs for the neighborhood were being worked on by the City. All owners were encouraged to report suspicious activity to the Police Department at the non-emergency line, 352-955-1818.
- Mimi Carr, Secretary – No report.
- Victor Martinelli, Treasurer – Victor prepared August 2022 financial report (attached to these minutes).

Standing Committee Reports:

- Landscape – Rick Mulligan prepared a landscape report (attached to these minutes). The Committee blew off the roofs of several units. They were acting on requests quickly. The irrigation repairs were done by the paving company. It was noted that the sealing of the pavement would extend the life of the asphalt and that they were looking to have it done in November.
- Rules – A notice was sent to several CC residents telling them that they must put their dogs on a leash. Although both our CC rules and the city's do require that dogs be on a leash (and that owners pick up pet waste) this notice was not from the Board. It was agreed that when any notice is sent out to CC residents it must first be approved and signed by the Board.
- Buildings – Danny sent questions; JoAnne stated she would send them to the rest of the Board. It was reported that Unit 1669 had a garage light that was shocking the owners, however, it turned out that they had tinkered with it. Units 1633, 1619, 1605, & 1602 needed repairs, but the cost was high, and he wanted a priority list from the Board prior to starting work. Marti reported that Mike London had come out to her Unit and reported no moisture, however, a branch fell on the roof, and she had a leak on the ceiling. She was told that her roof was the first one scheduled for 2023.

- Recreation – Loralee Hutchinson stated that a new pump was installed at the pool as well as a new surge protector and it was running well.

CAM Report:

Kelly provided the Board with an overview of the check cutting process within the management organization.

Old business:

- Revitalization Update: It was reported that the change of lawyers had gone through successfully. Kelly was asked to find out if the Association could be sent another letter from the State on the revitalization if the original was lost.

New Business:

- Drum Noise: It was noted that Unit 1614 was believed to have been using the drums and could be heard from other units. After discussion, it was decided that if it happens again could be verified that it was coming from the Unit, a letter would be sent to the owner alerting them to the situation.

Calendar:

October 27 – BOD Meeting

Adjournment

The meeting was adjourned at 7:23 PM.

**Other: The Board continues to encourage residents to call the Gainesville Police Department non-emergency number at (352) 955-1818 if any suspicious activity is observed/suspected.**

*Respectfully submitted by Kelly Burch, LCAM Guardian Association Management*

President's Remarks  
September 2022

As it will soon be formally announced, the Covenants for Cumberland Circle have been revitalized. This is a moment for reflection and consideration about the role of the Board in our governance. You have observed that this community is governed by a very active Board of Directors. We take our responsibilities very seriously. In this message, I want to remind you that our documents are the basis for the activities of the Board. Yes, we have chairmen and committees, but we act according to the documents.

Sometimes it seems that the Board members are disregarding your concerns, and it is tempting to take care of things yourself. Please remember to ask the Board before you take these problems into your own hands. Maybe your neighbor isn't following the rules. Maybe dogs are running around without leashes. Maybe the trees seem to be improperly trimmed. It seems that you have asked one of your leaders about this, and you feel your case has been ignored. Remember we have channels for you to follow. Work orders can be filed with the manager at Guardian Properties. Homeowners can speak to the board about questions and concerns that you feel aren't being addressed. Don't take responsibility in your own hands! Ask the Board to hear you. You are welcome to speak at every Board meeting.

The documents are our guide, and we need your eyes and ears to ensure that these are followed. Please help us with this.

Joanne LaFramenta, President

Cumberland Circle Community Association, Inc.												
2022												
		BUDGET	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	YTD	BUDGET REMAINING
<b>INCOME</b>												
5005	Monthly Assessments	402,204.00	33,517.00	33,517.00	33,517.00	33,517.00	33,517.00	33,517.00	33,517.00	33,517.00	268,136.00	134,068.00
	Other	-	322.94		271.19						594.13	(594.13)
<b>TOTAL INCOME</b>		<b>402,204.00</b>	<b>33,839.94</b>	<b>33,517.00</b>	<b>33,788.19</b>	<b>33,517.00</b>	<b>33,517.00</b>	<b>33,517.00</b>	<b>33,517.00</b>	<b>33,517.00</b>	<b>268,730.13</b>	<b>133,473.87</b>
<b>EXPENSES</b>												
<b>CATEGORY ONE</b>												
R	Building Paint	35,000.00	2,916.67	2,916.67	2,916.67	2,916.67	2,916.67	2,916.67	2,916.67	2,916.67	23,333.36	11,666.64
R	Building Roofing	148,000.00	12,333.33	12,333.33	12,333.33	12,333.33	12,333.33	12,333.33	12,333.33	12,333.33	98,666.64	49,333.36
R	Decking	20,000.00	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	1,666.67	13,333.36	6,666.64
7115	Unit Maintenance and Repair	8,000.00	-	-	300.00	2,430.00	3,665.00	135.00	1,935.00	650.00	9,115.00	(1,115.00)
7120	Roof and Gutter Repair and Cleaning	10,000.00	480.00	1,120.00	630.00	600.00	1,630.00	521.52	375.00	455.00	5,811.52	4,188.48
7125	Skylights	516.60	-	-	-	-	-	-	-	-	-	516.60
<b>TOTAL CATEGORY ONE</b>		<b>221,516.60</b>	<b>17,396.67</b>	<b>18,036.67</b>	<b>17,846.67</b>	<b>19,946.67</b>	<b>22,211.67</b>	<b>17,573.19</b>	<b>19,226.67</b>	<b>18,021.67</b>	<b>150,259.88</b>	<b>71,256.72</b>
<b>CATEGORY TWO</b>												
R	Pool	2,000.00	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	1,333.36	666.64
R	Tennis Courts	2,000.00	166.67	166.67	166.67	166.67	166.67	166.67	166.67	166.67	1,333.36	666.64
R	Road Maintenance and Repave	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	8,000.00	4,000.00
R	Contingency Reserve	2,000.00	166.66	166.66	166.66	166.66	166.66	166.66	166.66	166.66	1,333.28	666.72
7105	Insurance	8,500.00	753.66	753.66	753.66	753.66	753.66	753.66	753.66	753.66	6,029.28	2,470.72
7025	Management Fee	9,600.00	840.00	640.00	640.00	640.00	640.00	640.00	640.00	640.00	5,320.00	4,280.00
7030	Office Expenses	1,200.00	264.37	164.71	183.79	172.24	288.34	309.51	198.40	181.86	1,763.22	(563.22)
7010	Accounting Fee	3,000.00	-	-	-	250.00	-	-	-	-	250.00	2,750.00
7015	Taxes	350.00	-	-	-	251.02	-	-	-	-	251.02	98.98
7020	Legal Fees	4,000.00	-	200.00	-	-	913.99	-	-	-	1,113.99	2,886.01
7110	Utilities	18,000.00	1,400.29	1,228.82	1,363.65	1,142.04	1,621.04	2,105.96	1,927.31	1,393.64	12,182.75	5,817.25
<b>Grounds</b>												
7205	Lawn Maintenance	60,000.00	5,275.00	3,165.00	5,310.00	6,115.00	5,300.00	5,900.00	5,800.00	4,785.00	41,650.00	18,350.00
7210	Tree Maintenance and Removal	15,000.00	110.00	1,145.00	870.00	150.00	495.00	1,030.00	820.00	360.00	4,980.00	10,020.00
7215	Drainage	2,000.00	-	-	-	-	-	-	-	-	-	2,000.00
7220	Irrigation	4,000.00	100.00	-	70.00	40.00	168.20	440.00	626.50	177.58	1,622.28	2,377.72
7300	Common Improvements	10,000.00	-	-	1,412.41	11,500.00	-	-	-	-	12,912.41	(2,912.41)
7305	Fence Repairs	3,000.00	-	-	-	-	-	-	-	13.02	13.02	2,986.98
7310	Pool Maintenance	9,000.00	-	550.00	550.00	550.00	550.00	642.00	550.00	685.00	4,077.00	4,923.00
7315	Recreation	5,000.00	680.67	150.00	1,270.37	362.72	240.00	288.79	240.00	375.00	3,607.55	1,392.45
7320	General Maintenance	6,000.00	120.00	69.25	30.00	525.00	528.54	226.32	94.40	90.38	1,683.89	4,316.11
7325	Powerwashing	2,500.00	-	-	-	-	-	-	-	-	-	2,500.00
<b>TOTAL CATEGORY TWO</b>		<b>179,150.00</b>	<b>11,043.99</b>	<b>9,566.44</b>	<b>13,953.88</b>	<b>23,951.68</b>	<b>12,998.77</b>	<b>13,836.24</b>	<b>13,150.27</b>	<b>10,955.14</b>	<b>109,456.41</b>	<b>69,693.59</b>
<b>MODIFICATION CHARGE &amp; ROUNDING</b>		<b>1,537.40</b>	-	-	-	-	-	-	-	-	-	<b>1,537.40</b>
<b>TOTAL EXPENSES</b>		<b>402,204.00</b>	<b>28,440.66</b>	<b>27,603.11</b>	<b>31,800.55</b>	<b>43,898.35</b>	<b>35,210.44</b>	<b>31,409.43</b>	<b>32,376.94</b>	<b>28,976.81</b>	<b>259,716.29</b>	<b>142,487.71</b>
<b>OPERATING BALANCE-INCOME LESS EXPENSES</b>		<b>-</b>	<b>5,399.28</b>	<b>5,913.89</b>	<b>1,987.64</b>	<b>(10,381.35)</b>	<b>(1,693.44)</b>	<b>2,107.57</b>	<b>1,140.06</b>	<b>4,540.19</b>	<b>9,013.84</b>	<b>(9,013.84)</b>



## **Building Maintenance Report for September 2022 Board Meeting**

Prepared by Danny Lutz

1669 reports an exterior garage light shocking owners. Electrician called and found a nicked wire on an add on outlet fixture. Homeowner will pay for service call and HOA will pay for an electrical box for garage light as suggested by the electrician.

1626 Spot roof repair

Outstanding issues, 1633, 1619,1605, 1602: Joe's repair list unknown to me?  
Several of my issues will be costly.

A. Need input on repairs at 1633

B. Need to know the amount of money in fencing, decking, and siding account to address the HOA's issues before the end of the year.

I need to have Joe's list of needed repairs to make a priority list. The 4th quarter is upon us.

I still need some guidance as I have only been on the job for 6 months.

Cumberland Circle									
Roof Replacements									
As of 09.14.22									
		Previous		Current/Projected		Revised			
Building	Units	Year	Vendor	Year	Vendor	Estimated Replacement Costs	Subtotals by Year	Actual Replacement Costs	Actual Over (Under)
1677-1679	2	2003		2021	Worthmann	\$ 24,107.00		\$ 24,703.48	\$ 596.48
1653-1655	2	2003		2021	Worthmann	\$ 25,876.00		\$ 26,461.04	\$ 585.04
1661-1663	2	2003		2021	Worthmann	\$ 21,594.00		\$ 21,963.86	\$ 369.86
1665-1667	2	2003		2021	Worthmann	\$ 24,107.00		\$ 24,607.48	\$ 500.48
1648-50-56-60	4	2005	McDavid	2021	Perry	\$ 36,527.00		\$ 38,337.00	\$ 1,810.00
1639-1641	2	2006	McDavid	2021	Perry	\$ 20,755.00		\$ 21,655.00	\$ 900.00
1635-1637	2	2005	McDavid	2021	Perry	\$ 31,998.00		\$ 32,093.00	\$ 95.00
1649-1651	2	2005	McDavid	2021	Perry	\$ 23,218.00		\$ 26,603.00	\$ 3,385.00
1627-1629	2	2006	McDavid	2021	Perry	\$ 32,578.00	\$ 240,760.00	\$ 32,578.00	\$ -
1604-06-08-10	4	2007	Perry	2022	Worthmann	\$ 36,500.00		\$ 48,308.99	\$ 11,808.99
1607-1609	2	2007	Perry	2022	Worthmann	\$ 27,137.25		\$ 24,591.56	\$ (2,545.69)
1636-38-40-42	4	2007	Perry	2022	Worthmann	\$ 36,500.00		\$ 45,056.59	\$ 8,556.59
1599-1601	2	2007	Perry	2022	Worthmann	\$ 27,137.25		\$ 24,090.18	\$ (3,047.07)
1603-1605	2	2007	Perry	2022	Worthmann	\$ 27,137.25		\$ 24,788.80	\$ (2,348.45)
1623-1625	2	2007	Perry	2022		\$ 27,137.25			
1628-30-32-34	4	2007	Perry	2022		\$ 47,000.00			
1643-1645	2	2007	Perry	2022		\$ 27,137.25			
1652-54-74-76	4	2007	Perry	2022		\$ 36,500.00			
1669-1671	2	2007	Perry	2022		\$ 27,137.25			
1670-72-78-80	4	2007	Perry	2022		\$ 36,500.00			
1600-1602	2	2007	Perry	2022		\$ 27,137.25	\$ 382,960.75		
1666-1668	2	2008	Perry	2023		\$ 27,137.25			
1620-22-24-26	4	2008	Perry	2023		\$ 47,000.00			
1612-14-16-18	4	2008	Perry	2023		\$ 47,000.00			
1615-1617	2	2008	McFall	2023		\$ 27,137.25			
1631-1633	2	2008	McFall	2023		\$ 27,137.25			
1619-1621	2	2008	McFall	2023		\$ 27,137.25	\$ 202,549.00		
Clubhouse		2009	McFall	2024		\$ 10,000.00	\$ 10,000.00		
1673-1675	2	2010	McDavid	2025		\$ 27,137.25	\$ 27,137.25		
1657-1659	2	2018	McDonald	2033		\$ 27,137.25	\$ 27,137.25		
1592-94-96-98	4	2019	Perry	2034		\$ 36,500.00			
1611-1613	2	2019	Perry	2034		\$ 27,137.25	\$ 63,637.25		
Totals	80					\$ 954,181.50	\$ 954,181.50	\$ 415,837.98	\$ 20,666.23

## Landscape Committee Report September 2022

### Work Requests

#### From the portal:

1675 – Remove resurrection fern from roof, clean skylight - Completed

1648 – Blow off roof and gutters, also blow off roof and gutters of 1601 – Completed

1651 – Cut back growth along sidewalk, cut back rear trees overhanging roof. - Completed

#### From paper work request form:

No paper work WO requests

#### Email/Verbal request:

1594 – Remove yellow jacket nest in palm tree near pool entrance - Assigned

#### Continuous Landscaping work:

-Roof and gutter blowing, various addresses

-Lawn mowing

-Edging streets, driveways, and sidewalks

-Trimming hedges

-Removing leaves from courts

-Clearing drainage grates and silt build up.

#### Paving repair

A leak from an underground pipe appeared where the asphalt repair was done in February at 1655. I contacted Herbert Counts Paving who inspected the site and agreed to make the repair and replace the asphalt at no charge to Cumberland Circle.