

Cumberland Circle Community Association, Inc.

Board Meeting

July, 27, 2023

6:30pm via Zoom

MINUTES

Call to Order

The meeting was called to order at 6:30pm.

Attendance, Roll Call, Determination of Quorum

Quorum met by having the following members in attendance: Joanne LaFramenta, Billie Groff, Lisa Walters, Victor Martinelli, Rick Mulligan, Joe Gleason, Marti Thorndike, Danny Lutz, and Lorelee Hutchinson.

Guardian Association Management Staff Present: Tom Eaton in place of Samantha Jackson, assisted by Sabrina.

Consideration of Minutes: Motion was made to accept the June 2023 minutes with the correction to retract the comment in the "Maintenance Section" referring to the Outdoor Lighting at 1629 as possibly being ungrounded. Motion approved by Billie and Vic.

Reports of Officers:

President - Joanne

- A meeting was held on July 27, 2023 to discuss further landscaping issues. There are specific areas that draw negative attention to our community like the area between our fence and the sidewalk along 16th Terrace. We would like to see the dead plants removed and replaced with fresh plants. We will work with volunteers to complete this task. The number of new plants will need to be determined and the Landscaping Committee must approve all plantings on common ground. A Fringetree is suggested and the web address for this tree can be found at <https://gardeningsolutions.ifas.ufl.edu/plants/trees-and-shrubs/trees/fringetree.html> It was further discussed that we are encouraging homeowners to donate a plant to be used as a street tree. If anyone is interested, please contact Joanne LaFramenta who resides in unit 1596.

Other concerns mentioned during this meeting include:

- Plant palms between the eastern-most shrubs in the area that once was home to the heritage oak.
- Can iron plants be placed under trees where grass does not grow now?
- How and when are the railway ties replaced?
- May we have more 4-season plantings?

- Can we mow the backyards of the outer circle?
- Let's use more plants to define the work area more beautifully.
- How about a fire pit where the oak once stood?

Reminder to all unit owners that they are responsible for watering grass around their unit and each has access to the community well for irrigation purposes.

Next Feedback meeting to be held on **August 17, 2023** by the pool to discuss maintenance of woodwork, decks, stairs, atria and railings. **This meeting is especially for the unit owners on the outer circle who are most impacted by deck fees.**

VP – Billie

- Crime Watch meeting was held July 25 at 5:30 in screen room. It was brought up that this past month a neighbor of Billie's (Kim) had just arrived home between 1am and 2am when an African American man rang her doorbell. The man claimed the people in unit 1623 took his clothes and phone which is why he was not able to call the police himself. The police were called. The police reported that they have visited this house 5 times this month alone. The Board confirmed that 1623 is a rental where the owner is beginning the eviction process. If anyone sees or hears anything please call the police. Vic confirmed we do not have the rental agreement, nor the \$500 deposit from the owner on this unit.
- **New Follow up** – **Vic** to send Tom the info on Unit 1623 for **Tom** to send a letter to both the renter at 1623 and the unit owner at 1625 asking them to remove the trash from in front of their unit.
- Our Crime Watch Officer also reported that there has been a rash of vehicles broken into and stolen – specifically Hyundai's where the culprit breaks a window, takes out the ignition and then the car is used in a robbery. Other vehicles which are high on the stolen list include Ford 150 trucks and Toyota Tundra trucks where the catalytic converters are being stolen.
- **Next Crime Watch Meeting scheduled for September 19, 2023** in the screen room at 5:30pm.

Secretary – Lisa

- Lisa discussed that she will be trying to highlight items which were not followed up on in previous meetings. The first of those follow ups include:
- Discussion of Jon Hamilton's request to have the Board reimburse him on his termite treatment on unit at 1641 which he recently sold. Orkin charge \$1,800 for spot treating in lieu of tenting. Discussion ensued about who and how we will obtain the guarantee for future years (3-5 years) should the termites return. Tom suggests to get a written guarantee from Orkin but the question remains as to who will pay the annual fee to guarantee the termite bond? It was decided that we need to find out from the new owner when the treatment will be done, or if it has already been done, and will the coverage convey to the new owner if it was paid for by the previous owner? With these unanswered questions, no decision on

reimbursement to Jon Hamilton will be made until the Board has these questions answered. Loralee mentioned that it does not appear that the new owners have even moved in yet. More will be forthcoming once the new owners have moved in.

Treasurer – Vic

- Vic reports that he is only missing 16 insurance certificates thanks to the help of Marti.
- Overall we are still in a positive position through June. June expenditures include legal fees, particularly for the legal work being done on 1612 and 1670.
- There is no hearing date yet with 1612 as this remains in the hands of the court.
- Lis Pendis and filing for 1670 was done on July 7, 2023, and we are waiting for a case assignment and hearing date.
- In July we will see a half payment for the work being done on the 1633 erosion project.
- Vic further reported that we did pay for 2 buildings to be painted and gutter work has been completed.
- As far as assessments go, we are in good shape with only 3 units in arrears and the most recent unit is with a new owner that is in the process of onboarding within the association.
- Tom mentioned to Vic that we will need to budget accordingly for next year's budget as it is expected that the HOA's insurance premiums will be approximately 50% higher in 2024. This would include the insurance that we have for the pool, the screen room, bathroom, office, General Liability, Director & Officer, etc. Tom commented that there are only two insurance carriers which are admitted in Florida and Vic mentioned that the association's insurance is not with either of those two carriers. The association's policies expire October 15, 2023, therefore, we should have an idea of the cost for the upcoming year by September.
- Vic is in receipt of an invoice from the Nissan dealership for \$990.00 due to a broken window on a vehicle belonging to the tenant at 1633. It is being alleged that one of the landscapers broke the window. Neither Chuck, nor Avery Landscaping were aware of this and there also seems to be conflicting information about how the window was broken. Rick commented that Avery Landscaping will honor their responsibility if found to be at fault.
- Roof update – we still plan to re-roof two buildings now and two later in the year.
- The homeowner of unit 1617 which burnt several months ago, is asking for a credit since their insurance company will be reconstructing their home and installing a new roof. The response to the homeowner is pending as the Board needs to obtain additional information with regards to the roof replacement itself.
- **New Follow up** – **Vic** has volunteered to coordinate with the homeowner at 1617 to obtain more information as to what portion of the roofline the insurance company plans to replace – will it just be the portion over the garage, or will it entail the entire roofline of 1617? Once that has been determined, Vic will also seek to get a quote from the roofing company to re-roof 1617 and the adjoining unit 1615. Vic to ask for timeline on rebuilding since garage has now been torn down.

Standing Committee Reports:

Landscaping – Rick

- Regular maintenance including leaf control, blowing off roofs and gutters, hedge trimming, edging mowing.
- Work orders include:

Completed:

- 1607 clean roof gutters
- 1657 trim branches away from roof

In Progress:

- Replace deteriorated landscape timbers that edge front lawn and sidewalk.

- New Issue:

- The Landscape Committee discussed the vegetable garden at 1602 where a row of corn has been planted by the homeowner on common property. The required process of informing the Landscape Committee of the intent to plant, including the name of the plant and the location of the planting was not done. CCHOA rules require an owner submit the plan to the Committee for approval. Planting in the limited common property, as defined by the footprint of the roof line, can be approved or denied by Committee without board input. Planting on common property required a recommendation by the Landscape Committee to be presented to the Board for its decision.
- A lively discussion was had regarding the planting of corn and/or other vegetables within the community and it was mentioned that there are some communities which have community gardens. It was also mentioned that vegetables are a temporary crop.
- The Board agreed that vegetable gardens should not be planted in common areas.
- A unit owner in the Chat section of the Zoom asked why the owner at 1596 has the ability to plant various plants in their front yard without having to ask permission from the Board? As Joanne LaFramenta is the owner of unit 1596, she advised there was a flood in front of her house some years ago which disrupted her original landscaping and it was the previous Landscaping committee who approved her for non-conforming use of her front yard and she is therefore grandfathered.
- A motion was made to approve the corn stalks at 1602 as a one-time exception given the location is close to the rear of the home and in a small section in front of the existing shrubs. Members who voted to approve: Joanne, Billie, Lisa, Vic, Rick, Joe, Danny, Marti and Lorelee. None were opposed.

- All agreed to continue the conversation about further vegetable plantings and the location of future plantings.

Rules – Joe

- **New Follow up** – **Tom** to add Joe as the authorized person from our development who can call the towing service to report a vehicle to be towed.
- **New Follow up** - **Tom** to provide Joe with the phone number of the towing service.
- **New Follow up** – there is a pallet of construction debris in front of unit 1631. **Tom** to send a letter to the owner to remove the debris immediately.

Recreation – Lorelee

- Reported that one float is deflated and is thankful to Rick as the shower now works in the pool area.

Maintenance – Danny

Completed:

- 1652 buried side drain to bottom of hill to prevent erosion
- Scheduled fence replacement completed
- 1605, 1622, 1627, 1672 – no paint or stain for minimum of 8 weeks. Needs direction on how these fences should be completed – paint or stain?
- 1633 drain on side nearly complete. Large drain to be reconnected and fill rock to be added to support the drainpipe.

Pending:

- 1633 drain guard and finish repair to landscaping
- 1627 repair back deck – possibly done in a week.
- 1633 repair back deck at owner’s expense
- 1631 repair front deck – will need to be top coated.
- 1633 repair front deck – will be stained appropriately also.
- Stain all above decks when appropriate
- 1627 obtain estimates for retaining wall – we have one but 2 more pending. 1 from Skyfrog and one from Sergio and looking to get additional.

Tom – in place of Samantha Jackson (Guardian Property Management)

- On July 19 we all received an email from Enumerate who advised that they will be charging a \$2.00 processing fee for ACH payments – which are the electronic fund transfers made by banks when the unit owners make their monthly HOA payments. Tom advised that they were able to negotiate the fee down from \$2.00 per transaction to 30 cents per transaction and the amount will be billed to the Association, rather than the individual homeowners, and this should be in effect as of September 1, 2023.

- Tom also advised that the cost of an estoppel is \$299.
- The question was raised on unit 1616 about an outstanding \$200 fee which did not get included into the initial estoppel letter prior to closing. Vic said he believes the amount was either written off or collected as he no longer has it showing as unpaid – but believes that it was collected.

Outstanding follow ups from last month:

- **Tom** - Have we received a response back from the former owner of 1616 regarding painting the patio roof gray?
- **Tom** to find out cost of electrician to replace outside lights.
- **Tom** to follow up with Sabrina on the July assessment status for unit 1623. Peter Focks sent the Rent redirect letter and as of June 30 the account was current, however, we need to know the status for July.
- **Vic?** – in June Vic mentioned that we need to work on renter rules – issue with unit 1632, 1623 and 1667 – but I don't see anyone assigned to this task.
- **Vic** – last month you noted our attorney, Mac, offered to send a letter on his letterhead, which you were going to draft to unit owners who have tenants to remind them that they need to leave a deposit as per the HOA rules if they lease out their units. Status: this is still being worked on.
- **Loralee** to talk to Josh to find out if a long hose can be attached to the pool pump when the pump needs to be used.

Adjournment

Motion to adjourn at 8:26pm.

Calendar

Next Board Meeting scheduled for August 24, 2023.