

**Cumberland Circle Community Association, Inc.**

**Board Meeting**

**June 29, 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.

Consideration of Minutes: Motion was made to accept the May 2023 minutes with the addition of noting that the Board requested Guardian to write a letter to the unit former owner 1616 advising that he was not in compliance when replacing the patio roof in unit 1616 and it is his responsibility to paint the roof gray to be in compliance with other units. Guardian confirms that they sent the letter to the former owner of 1616.

**Reports of Officers:**

**President - Joanne**

- Would like to call a meeting of all unit owners on July 20, 2023 at 6:30pm in screen room. Joanne is asking all unit owners to bring their ideas of further landscaping where we lost the century oak. This will be a "listening meeting".
- Joanne would also like unit owners to come together in the August / September timeframe to review the upcoming budget as she anticipates there will be many changes.

**VP – Billie**

- Crime Watch meeting to be held July 25 at 5:30 in screen room.

**Secretary – Lisa**

- Reviewed insurance policies with the Board. Noted that insurance coverage is for any "sudden and accidental" incidents, not the failure to maintain. The HOA also no longer holds a Master Policy on any of the units, insurance is to be purchased by each unit holder. With reference to the termite issue, the HOA does not hold a policy that would cover such damage as this is a maintenance issue.

**Treasurer – Vic**

- Vic reported invoices were what we expected to pay this past month with one larger expense – the concrete work which falls in General Maintenance. This was for grinding down of trip hazards and sidewalks at a cost of \$3300.
- We paid SkyFrog \$7,365 for the first phase of landscaping near the century oak.
- As far as Reserves go, monthly transfers are being made and activity in this past month included a payment for prep work of homes to be painted.
- Receivables are down to only two major delinquencies (1612 and 1670). 1631 was in arrears but caught up in June. Lien on the property which has been corrected and refiled (1631)
- Unit 1612 is in the hands of court. No court date as of yet for foreclosure.
- On unit 1670, our attorney is drafting a complaint which is the filing to pursue the foreclosure. We have paid the past 3 years of taxes to avoid having it be sold as tax certificates.
- Vic still working to try and get insurance certificates from all units. Vic only has about 40 at last count (5 had expired).
- Need to work on renter rules – issue with unit 1632, 1623 and 1667.
- Katie Meigs' tenants have moved out (unit 1629). Owner trying to sell unit. Still missing tenant deposits as we only have 3 at the moment. Missing one from Bahram Dideban.
- Our attorney, Mac, offered to send a letter on his letterhead, which Vic will 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.
- Marti to volunteer to go around to homeowner's who have not submitted the insurance policy.

### **Standing Committee Reports:**

#### **Landscaping – Rick**

- Regular lawn care maintenance including leaf control, blowing off of roofs, hedge trimming, edging and mowing.
- In progress - 1627 replace deteriorated landscape timbers that edge the front lawn and sidewalk. Still looking for other bids.
- Hired a tree service to remove fruit stalks from palm trees in the pool area.

#### **Rules – Joe**

- Problems with unit 1623 where a tenant has left a bedframe sitting in front of garage for weeks. Board considering removing it and charging the tenant/unit owner.
- Bus has returned. Considering getting it towed.
- Tom advised they contacted the towing company (Superior) to come through at night to look and come pick it up (near 1633).

- Joe to send Tom an email so we can find out who is on the approved list of who can call to get a vehicle towed.
- Unit 1656 construction garbage finally picked up in front of the unit by GRU.

### **Recreation – Loralee**

- Reminder that the pool is not a screened pool. There is a skimmer unit owners can use. Mondays and Fridays, the outside pool company cleans the pool. On Wednesdays the chemicals are checked.
- One issue with the pool – it drains into the pool house via a sump pump. Pool can only be drained a little at a time.
- Billie suggested that maybe a hose can be attached to the pump and extend the hose outside the pool area.
- Loralee to talk to Josh about the pool water level.

### **Maintenance – Danny**

- Items completed include:
  - ✓ Reattach scoreboard North Court and replace missing screws on 2 others.
  - ✓ Install new/old stock “Guest” parking signs across from unit 1653.
  - ✓ Remove, clean and reinstall “No Parking” signs near unit 1634.
  - ✓ Repair broken irrigation pipe near unit 1634 with Chuck.
  - ✓ Remove, repair paint and reinstall 2 of 2 side panels on garage at unit 1672.
- Rehab paint and gutters completed on units 1627-29 and contracted painting completed at units 1631-33. Front porch pending repair.
- Vic advised Dan that he has \$2950 left in the fence budget.
- Items pending:
  - ✓ Repair back deck and treat deck on unit 1627
  - ✓ Repair and treat front deck at unit 1633
  - ✓ Repair and treat back deck at owner’s expense at unit 1633
  - ✓ At unit 1652 erosion on side of house – extend drain?
  - ✓ Rick to get 2 landscaping quotes for timbers at unit 1627
  - ✓ Repair erosion at unit 1633...postponed until 7/12/23 due to no materials and contractor’s vacation.
  - ✓ Issue of replacing outdoor lighting:
    - Units 1627, 1629, 1631, 1633 – what to do with the outside lights. 1629 in front not grounded. All others grounded.
    - Suggestion to unit owner at 1627 is to hire her own electrician.
    - Unit owners not allowed to keep the “old” outside lights as they don’t “own” them. They are the property of the HOA and a consistent look must be maintained.

- Tom volunteered to get a price from his electrician to install outside lights and suggested to the HOA that we hire a licensed electrician to complete the job.
- Joe suggests we advise the unit owner at 1627 that it is legal to change a fixture without an electrical license.
- Comments made about installing the outside fixture noted that this is not a question of installing a new ground. There is no change to the wiring configuration – simply performing maintenance.
- Alan Cook volunteers to change lights but he’s not a licensed electrician.
- Lorelee suggests that we give the homeowners the option to hire an electrician themselves or have someone from the HOA.
- Dan agrees to install fixtures on units 1631 and 1633, but not 1627 and 1629. Additionally, any work to be done on 1627 will have to be supervised by someone other than Dan.
- Replacement outdoor lights are as follows: 5 lamps on 1627 one on 1629.
- A Motion was made: “Give each homeowner a choice: have the HOA install for free or they can hire their own electrician.” The following individuals voted for this motion: Lorelee, Marti, Vic, Billie, Joe, and Lisa.

#### New business

- Termites:
  - Lorelee Hutchinson, unit owner of 1637, found dry wood termites in her unit.
  - Southern Fumigation – confirmed dry wood termites and if they tent the entire unit (both sides) they provide a 5-year warranty. Fumigation would be for units 1637 and 1635. Total cost is \$7500 and to maintain the warranty for 5 years the annual amount is \$720/year. Lorelee volunteers to pay the annual amount herself. Lorelee obtained a second estimate from Arrow at \$21,500.
  - Through old HOA documents we were able to confirm this same unit was previously tented in 2016 and the HOA paid \$4244 to Brooker Pest Control for the tenting.
  - We were made aware that John Hamilton, unit owner of 1639, has dry wood termites. Orkin told him he didn’t have to tent. The cost is \$1800 and he is asking for reimbursement of \$300. (we did not discuss reimbursement in any detail, nor did we vote on it)
  - Funding for termites - Vic notes that he hopes to refund his contingency account, however, the greater issue is do we need to have a reserve going forward since we currently don’t have one?
  - A Motion was made that we enter into a contract with Southern to do the tenting of units 1635 and 1637. The following individuals voted for

the motion: Vic, Marti, Marti Loralee, Joanne, Billie, Rick, Lisa.  
Abstained: Joe and Dan.

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

Reminders for Tom:

- Tom to check to see if Stuart Cullen would charge to look at the job at unit 1633.
- Tom to find out cost of electrician to replace outside lights.
- Tom to advise Joe who is authorized to call the towing service.

**Calendar**

Next Board Meeting scheduled for July 27, 2023.

**Adjournment**

Motion to adjourn at 8:07pm.