

## VERANDA VII AT HERITAGE OAKS ASSOCIATION

### Board of Directors Meeting Minutes

Thursday, November 8, 2018 at 10:30am

At Heritage Oaks Country Club

DRAFT

**CALL TO ORDER:** The Board of Directors meeting was called to order at 10:30am by John Martinson. A quorum was established. Board Members present were John Martinson, Ralph Fierle and Pete Hill. Also present was Kim Delaney for Sunstate Association Management Group, Inc.

**NOTICE:** Notice for the meeting was mailed and posted in accordance with the bylaws of the Association and the requirements of Florida Statute 718.

#### **FINANCIAL REPORT:**

- Ralph reported from the September 30, 2018 financials as presented.
- The Association is currently \$10,000 under budget. This is due to the timing of expenses and invoices.
- Pressure washing, sidewalk replacement, tree removal and other landscaping projects are still planned.
- The fire alarms and sprinklers were inspected in May. There were a number issues, mostly painted sprinkler heads which will be resolved by the end of the year.
- There are 18 sprinkler heads that need to be replaced; 14 are inside the unit which are the homeowner's responsibility. The Association will schedule repairs and bill the homeowner. The estimated cost is \$75 per head.
- The Association is over budget on fire alarm testing, repairs and tree removal.
- Currently one homeowner is in arrears. Management will send a late notice with interest and fees charged.

#### **OWNERS COMMENTS:**

- Gutters: There has been an issue with the gutters being full and affecting the downspouts causing flooding on some lanais. It was recommended to the Board investigate gutter guards.
- Landscaping: Association is not pleased with the landscaping. The Board has been working with LMP to improve the quality of work being done. There was a discussion regarding the area between Veranda VI and Veranda VII. The issue has been discussed with LMP and will be discussed with Veranda VI when the President returns. An ARC needs to be approved prior to landscaping changes being completed.
- A homeowner requests that the Board research placing a lightning rod on building 5350 since it has been struck by lightning more than once.
- Committees: Homeowners discussed forming committees such as a Disaster Plan Committee and a Landscaping Committee.

#### **UNFINISHED BUSINESS:**

- Roof Project
  - The Association is pleased with the work that Singleton Roofing has done. Be cautious of nails. The cleanup crew has been doing a good job, but some may be missed.
  - Once the project is completed, Pete and Kim will perform a walk thru with Singleton Roofing to assess any damage. So far there have been a couple of sidewalk cracks, plant damage and landscaping brick cracks.
  - The gutters will be cleaned after the project is completed which is projected to be mid-December.
- Sidewalk Project
  - Creative Path has been contracted to repair/replace the sidewalks.
  - The sidewalks will begin once the roof work is completed.
  - Pressure washing will be more selective this year since a large portion of sidewalk will be replaced, those areas will not need to be pressure washed.
- Landscaping
  - Mulching will be completed after the sidewalk project.

- The tall palms are scheduled to be trimmed after the roof work is completed.
- The Board and Management will perform a landscape walk with LMP next week.
- LMP removed sod around some of the lampposts accidentally. They will do the rest of the lampposts at no cost and place mulch around the posts.

**NEW BUSINESS:**

- 2019 Budget:
  - The Board reviewed and discussed proposed 2019 budget.
  - There is an increase in plant replacement, tree trimming, and tree removal due to several projects that are planned.
  - The roof reserve allocation has increased to start building up the account.
  - **MOTION** made by John Martinson, seconded by Ralph Fierle to approve the proposed 2019 budget as presented with the quarterly assessments remaining at \$740. MOTION passed unanimously.

**NEXT MEETING: Annual Meeting- Thursday, March 7, 2019 at 11am.**

**ADJOURNMENT:** With no further Association business to discuss, John Martinson adjourned the meeting at 11:24am.

Respectfully submitted,  
Kim Delaney/ LCAM

**Sunstate Association Management Group, Inc.**

For the Board of Directors at Veranda VII at Heritage Oaks Association, Inc.