

Waterleaf HOA

12234 Waterleaf Boulevard
Jacksonville, FL. 32225

BOARD MEETING MINUTES

Date: Thursday, April 13, 2017

Time: 6:00 pm

Location: Waterleaf Elementary

Director's Present:

President – Mike Lee

Vice President- Dave Brannon

Treasurer – Ruth Johnson

Others Present:

Property Manager – Elle Newbold-Semenov

District Manager – Daniel Cobreiro

Meeting Minutes

I. Call to Order and Establish Quorum

Meeting was called to order at 6:03 p.m. and Quorum was established with 3 directors present in person.

II. Proof of Notice

Notice was posted 48 hours in advance at the entrance of the community, on the Facebook page and community website.

III. Approval of Previous Board Meeting Minutes

Tabled to be approved at next meeting.

IV. Reports

Elle Newbold-Semenov presented manager's report on budget, delinquent accounts, violations and vendor concerns. Elle reported that services with Vesta and Dunmar have been discontinued and these duties have been assumed by ACD. Association is pending final invoices from those vendors. The board discussed enforcement of refuse bin violations and decided that guidelines should be revised to include specifics on refuse enclosures.

V. Old Business

The following motions were made.

a. Alliance Contract.

Motion: To sign revised Alliance contract accepting payment plans on a case-by-case basis.

Motion Made: Dave, Vice President

Motion Seconded: Ruth, Treasurer

All in favor: Motion passes.

VI.

a. First Coast Scoopers.

Motion: To sign KWPMC waiver and continue services with First Coast Scoopers.

Motion Made: Dave, Vice President

Motion Seconded: Ruth, Treasurer

All in favor: Motion passes.

b. Motion: Waste Management Contract.

Motion: To sign updated Waste Management contract reducing bin size to 4-yard container.

Motion Made: Dave, Vice President

Motion Seconded: Ruth, Treasurer

All in favor: Motion passes.

VII. New Business

- Elle introduced the items on the new business schedule. She recommended, and the board agreed, that they move from a “per-day” fine matrix to a “per-occasion” to aid in enforcement of fines. Elle will draft this matrix for voting at the next meeting.
- Elle recommended an update to the ARB guidelines specifying the requirements for refuse enclosures to aid in violation enforcement. Dave will make changes for review at next meeting.
- Board set a \$300 budget for ACD to procure tool storage shed.
- Board requested a change to amenity center guidelines to reflect that only 50% of the main covered space be used by members renting the center to allow for other residents use.
- Board wants to permanently seal gate between playground and basketball court.
- Board wants violation letter sent to all homes out of compliance with exterior home color scheme.

VIII. Adjournment

Motion to adjourn the Meeting: by Ruth Johnson, Treasurer

Motion Seconded: Mike Lee, President

All in favor: Motion passes.

Meeting adjourned at 7:22 p.m.

Minutes Drafted by:
Elle Newbold-Semenov, L-CAM
Property Manager
Respectfully submitted to the Board of Directors