

# **TIBURON WEST HOMEOWNERS ASSOCIATION**

Board of Directors Meeting

July 31, 2018

## **Minutes**

### **DIRECTORS ATTENDING:**

Bill Schutt  
Anna Street  
Jon Busen  
Alex Musacchia  
Lee Brackett

### **ALSO ATTENDING:**

Karen Schutt – ARC Committee  
Jennifer Cozby – Owner  
  
Kevin Etheridge – Association Manager

### **APPROVAL OF MINUTES:**

The Board of Directors reviewed the Annual Members Meeting Minutes of March 8, 2018. Anna Street moved to approve these minutes. Jon Busen seconded. Motion passed, unanimously.

### **FINANCIAL REPORTS:**

Kevin Etheridge reviewed the association's Financial Reports for the period ending June 30, 2018.

Revenues:	\$17,925.85
Expenses:	\$8,921.90
Net-Operating Income:	\$9,003.95

The June 30, 2018 Balance Sheet indicated an Operating Account balance of \$31,038.70.

Kevin Etheridge was asked to review the association's available funds and make recommendations on moving some of those funds to a bank CD to earn interest.

The current Aged-Receivables Report was also reviewed.

### **UNFINISHED BUSINESS:**

Flooding Problem UPDATE –

Bill Schutt has spoken with Santa Rosa County officials recently concerning the flooding issues. Bill indicated that funds were released in February for the drainage improvement project.

Street Lighting –

Bill Schutt reported that the LED lighting has been installed with many positive comments from residents.

### **NEW BUSINESS:**

4620 Carmel Circle –

The Board of Directors discussed the situation with the unmaintained lawn on the foreclosure home. After discussion, Bill Schutt moved to have the association's lawn service, Landmark Landscaping, mow the property, string trim, trim shrubbery, and edge every two (2) weeks during the growing season. Landmark will be asked to bill the association for four (4) services (eight (8) weeks) immediately so that a mechanics lien can be filed onto the property. Jon Busen seconded the motion. Motion passed, unanimously.

Vacant Lot on Hilarita (Holiday Builders) –

The following steps will be taken on this vacant lot:

1. Kevin Etheridge will contact the new Holiday Builders Representative to ensure that Holiday Builders is still willing to allow the association to construct a fence across the east border of the property to seal off this area provided that the association provide a Hold Harmless Agreement to Holiday Builders
2. If Holiday Builders is in agreement, Kevin Etheridge will ask the association's attorney, Margarette Stopp, to draft a Hold Harmless Agreement to be signed by both parties.
3. After signing of the agreement, the association will send the fence project out for bid. Lee Brackett (Santa Rosa Site Works) will work with Bill Schutt to provide a proposal, should the agreement go through.

Tree Trimming –

Kevin Etheridge will arrange a meeting between Jerry Nelson (Etheridge Property Management Maintenance Supervisor) and Bill Schutt to look at tree trimming needed along Pace Patriot Lane.

Architectural Control –

Bill Schutt plans to meet with the ARC Members to review policies.

Resident Concerns –

Anna Street made a motion that the association fees be reduced from \$200.00 to \$180.00 2019 Budget. This is due to the fact that the association has excess Capital in it's Operating Fund. Alex Musacchia seconded. Motion passed, unanimously.

It was discussed that the Fall Yard Sale is scheduled for October 6, 2018.

The next Board of Directors Meeting is schedule for October 2, 2018 at 6:30 p.m.

**ADJOURNMENT:**

There being no further business, the meeting adjourned at 7:55 p.m.