

TIBURON WEST HOMEOWNER'S ASSOCIATION

Board of Directors Meeting

January 15, 2019

Minutes

CALLED TO ORDER:

The meeting was called to order at 6:33 p.m.

DIRECTORS ATTENDING:

Bill Schutt
Jon Busen
James Cozby

ALSO ATTENDING:

Kimberlie Turk – Etheridge Property Management

Jennifer Cozby
Connie Barker

APPROVAL OF MINUTES:

Bill Schutt moved to approve the October 2, 2018 Board of Directors Meeting Minutes. The Motion was seconded and passed, unanimously.

FINANCIAL REPORTS:

Kimberlie Turk reviewed the association's Financial Reports for the period ending December 31, 2018.

Revenues:	\$20,349.24
Expenses:	\$17,861.33
Net-Income:	\$2,487.91

The Balance Sheet indicated an Operating Account balance of \$24,531.51.

Jon Busen noted that there appeared to be a "late charge" on the Pace Water System bill in November 2017 for \$5.52. Jon requested that Kimberlie see if there was an explanation for this. Jon also indicated that the water bill seemed to a little higher during months that the water should be cut back at the irrigation system during (winter months). Jon asked Kimberlie to request that EPM Maintenance ensure that this is arranged in the future.

HOLIDAY BUILDERS VACANT LOT:

As of October 2018, Holiday Builders indicated that they plan to begin building on the lot. EPM has been in contact with a Holiday Representative and they have confirmed that they have made arrangements to have the lot regularly maintained. The Board and EPM will continue to monitor and will remind Holiday Builders of the Architectural Approval requirements prior to beginning construction when they begin to build on the lot.

4620 CARMEL CIRCLE:

It was noted that the property For Sale sign was up, listed with Re/Max and that the realtor seems to be making valid efforts to upkeep and beauty the property.

OLD BUSINESS:

Drainage Project –

A Board Member was encouraged to attend the county meeting regarding the new catch pond which will be across from the Tiburon West entrance.

Tree Trimming –

EPM recently trimmed some trees on the property. Some trees near some power lines on Pace Patriot Blvd. right outside of the Tiburon West are in need of trimming. EPM was asked to contact Gulf Power to request that this work be done.

NEW BUSINESS:

Lawn Contract –

The Board expressed concern with their contract with Landmark Landscaping and the quality of the work for the money that is paid. It was noted that the lawn contractor recently informed the Tiburon West Board about possibly increasing the contract amount by \$50.00 due to the need for additional employment to cover the increase in business that his company has experienced. It was agreed that the quality of the work received is not worth the increase and asked EPM to contact the current Landmark regarding these concerns and decline an increase in their service fee. The Board also pointed out that the lawn contract includes maintenance of the irrigation system for the association. However, they do not feel that this has been being done – there are several sprinkler heads that are damaged or not function / spraying properly or spraying in the wrong direction. The contract states that irrigation maintenance and monitoring is to be done on an “as needed” basis. This issue will also be brought to the contractor’s attention.

The Board agrees that they are satisfied with the mowing portion of the lawn service – they would just like to see better and more quality efforts for the entrance area beautification, maintenance, and irrigation system. EPM will request a bid from the lawn contractor to present at the Annual Meeting for a seasonal beautification at the entrance, to include the possibility of eliminating the mulch at the front entrance and installing rocks or another alternative, as well as lessening their lawn service with Landmark to mowing only.

Violations –

The Board expressed concerns of violations within the association to include, but not limited to, parking, basketball goals, grills and other equipment being left out in view, etc. EPM will have their inspector concentrate on these issues and this will be addressed at the Annual Meeting. The Board requested that the Florida Statute regarding parking be sent to them for information purposes.

Annual Meeting –

The Board plans to schedule the Annual Meeting sometime in early March at the Pace Fire Station at 6:00 p.m. Kimberlie will contact and arrange. Notices will be mailed when the date is decided. A Committee will be formed to assist in collecting proxies for the Annual Meeting.

Items to be discussed at the Annual Meeting: violations, the possibility of a fining policy and Amendments to the Covenants to be more “up to date”, lawn service contract scope, and additional lawn service bids, etc.

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:50 p.m.