

BROOKWOOD HOMEOWNERS ASSOCIATION, INC.

A Corporation Not for Profit
11555 Central Parkway, Suite 801
Jacksonville, FL 32224

Regular Meeting of the Board of Directors

October 10, 2019

CALL TO ORDER

The regular meeting of the Board of Directors was called to order at 6:30 p.m. by Elaine Prisby, at the Nocatee Remax Office at 101 Marketside Ave Ste 403, Ponte Vedra, FL 32081.

The following Board members were in attendance:

Elaine Prisby, President
Terry Jones, Vice President
William Fitzgerald, Treasurer/Secretary

The roll was called and a quorum of the Board of Directors was certified to be in attendance.

Alice Hubbard and Aubrie Synan representing First Coast Association Management and several homeowners were also in attendance.

REVIEW OF UNAPPROVED MINUTES

Minutes from the Regular Board meeting held on July 24, 2019 were reviewed. Following the review, a motion was made, seconded and passed unanimously to approve the minutes as recorded. (Jones/Prisby)

FINANCIAL STATEMENT REVIEW

Alice reviewed the financial statement for the period ending September 30, 2019. The Association ended the period with an operating account balance of \$22,658.24. Year to date income earned was \$43,207.42 and year to date expenses were \$40,896.41. Accounts receivable totaled \$2,108.60.

PROPERTY MANAGER'S REPORT

Aubrie reported on landscape items that are in progress such as weeding and mowing at the playground, trimming bushes away from the landscape lighting at both entrances, and cutting the grass at the end of Vestavia. Aubrie provided the Board with a proposal from Beaches Tree Service to fell 3 dead pines in the preserve next to 325 Willow Ridge at the cost of \$650.00. Following review, a motion was made, seconded and passed unanimously to approve the proposal (Prisby/Jones). Elaine Prisby advised that the slide at the park is deteriorating and she has contacted the manufacturer for warranty repairs. Aubrie advised she would add this item to her property managers report for tracking and follow-up purposes.

COMMITTEE REPORTS

Social Committee

Terry Jones reported on behalf of the social committee that the Halloween Party was scheduled for Sunday, October 20, which will include food, games, Halloween decorated golf carts and residents in costumes at the park.

Covenant Enforcement Committee

Aubrie reported on behalf of the CEC and advised that she has noticed that a majority of the owners who receive violation notices are correcting the violation upon receipt of the first notice. She advised that the last inspection was performed on October 10th and the next inspection would be conducted on November 6th with Elaine.

Property Committee

Elaine Prisby reported on behalf of the Property Committee and stated that the flowers at the entry were doing well and to expect one more rotation of the annuals before the end of the year. Due to the dormant season, the irrigation will be shut off and run on an as needed basis.

Communications Committee

Terry reported on behalf of the Communications Committee stating that the committee was in the process of adding events to the website.

UNFINISHED BUSINESS

Consider Project Teams Recommendation for Expanding Exterior Paint Color Pallet

The Special Projects Team presented the Board with a total of 30 proposed colors to be added to the existing 39 body colors, 38 trim colors and 38 accents colors for the Board's consideration regarding expanding the Association's approved paint pallet. Following review, the Board tabled this decision until a special meeting could be held at which the Board could discuss the recommended color selections. Following the special meeting, the selected colors will be mailed to owners on October 21st for their review prior to the vote to be conducted in conjunction with the Annual Membership Meeting. Once the paint palette is adopted, it will be posted on the website and given to Sherwin Williams to create a Brookwood HOA Pallet Book.

Update on Speed Limit Reduction Petition

In follow up to meeting Bill held with the county on July 22nd, the city advised that they would be willing to reduce the speed limit to 20 MPH with a petition signed by 75% of the community. A homeowner volunteer reported that they have been going door to door to gather signatures for the petition and the have 68 out of the required 80 signatures and expect to have all the signatures by the end of the week. Bill reminded that should the petition pass, the Association would be responsible for half the cost of the two new speed limit signs at \$137.50 per sign. A motion was made, seconded and passed unanimously to approve the cost of \$137.50 per new speed limit sign. (Fitzgerald/Prisby)

NEW BUSINESS

Review and Vote to Adopt 2020 Operating Budget

Alice reviewed the proposed 2020 operating budget and the supporting assumptions. The budget as proposed reflects a 3% increase in the assessment from 2019, primarily as a result of an increase in the expense for insurance, office expenses and irrigation repairs. Following review, a motion was made, seconded and passed unanimously to adopt the 2020 operating budget as presented. (Prisby/Jones)

Discussion of Use Restrictions Re: Parking

With the recent increase in street parking, the Board had inquired as to the Association's authority over the matter since the Association does not own the roads. Discussion was held regarding Section 8.7 of the Declaration Motor Vehicles and Boats, which prohibits commercial vehicles and construction trailers. It was the decision of the Board to draft a policy which clarifies the definition of commercial vehicle and construction trailers and to implement a rule/policy regarding street parking on a regular basis. Once a policy has been drafted and adopted it will be mailed to all owners and will be monitored and enforced through the Covenant Enforcement Process.

Homeowner Comments

With several owners in attendance discussion was held including the yard of the month, location of the school bus stop and ARB process for new construction.

ADJOURNMENT

With no further business to come before the Board, a motion was made, seconded and passed unanimously to adjourn the meeting at 7:37 p.m. (Prisby/Fitzgerald)