

BROOKWOOD HOMEOWNERS ASSOCIATION, INC.

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

Special Meeting of the Board of Directors

December 10, 2020

CALL TO ORDER

The regular meeting of the Board of Directors was called to order via Zoom at 2:13p.m. by Anna Hornstein with First Coast Association Management.

The following Board members present on the Zoom call:

Karen Higgins, Vice President

Ty Blake, Treasurer/Secretary

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

Bruce Stevens homeowners of 408 Wayfare Lane and several other homeowners were also in attendance.

REVIEW OF UNAPPROVED MINUTES

Minutes from the Regular Board meeting and Organization Meeting held on October 8, 2020 were reviewed. Following review, a motion was made, seconded and passed unanimously to approve the minutes as recorded (Blake/Higgins).

FINANCIAL STATEMENT REVIEW

Anna reviewed the financial statement for the period ending October 31, 2020. The Association ended the period with an operating account balance of \$17,978.04. Year to date income earned was \$46,207.26 and year to date expenses were \$47,989.96. Accounts receivable totaled \$699.31. Following review, a motion was made, seconded and passed unanimously to approve the financial report (Blake/Higgins).

NEW BUSINESS

Review and Discuss Drainage Modification and Concerns at 408 Wayfare Lane and 256 Willow Ridge Drive

Homeowners from both properties were invited and encouraged to attend the meeting in order for the Board to hear from both parties with regard to drainage concerns within the drainage easement behind the homes. Homeowners from 256 Willow Ridge Drive did not join the meeting. The Board heard from homeowner Bruce Stevens at 408 Wayfare Lane. Mr. Stevens described the long-standing drainage problems occurring at the rear of his property which is located on the drainage easement. Mr. Stevens stated he is not sure what occurred to the Lot in order to accumulate the standing water that is not draining out of his Lot. The Board having reviewed all documents provided by Mr. Stevens, the previously approved ARB applications for 408 Wayfare Lane and 256 Willow Ridge Drive and having also walked both properties along the easement, concluded that both properties has modified the drainage easement and could have possibly prevent the water from draining out of the Lot of 408 Wayfare Lane. The Board suggested to Mr. Stevens that he communicate with his neighbors to see if the other Lots are willing to split the cost of installing a swale at the base of the drainage easement. The Association would require that the homeowner 1) provide written approval from St Johns River Water Management District that the swale would not violate the permit for the Association in any way 2) Submit approval from homeowners effected in Lots 50, 51, 54, 55 3) Obtain and comply with all required approvals, permits, etc. with St Johns County and SJRWMD 4) Agreement of Lot 53 owner (Bruce Stevens) to install, maintain, move, remove, if required, proposed swale system at all times.

Review Pending ARB Applications

The ARB applications for 83 Wayside Drive and 341 Willow Ridge Drive were reviewed and both approved by the Board as submitted.

HOMEOWNER COMMENTS

None.

ADJOURNMENT

With no further business to come before the Board, a motion was made, seconded and passed unanimously to adjourn the meeting at 3:10 p.m. (Higgins/Blake)