

ORTEGA BLUFFS (OB) HOMEOWNER'S ASSOCIATION, INC.
BOARD OF DIRECTORS (BOD) MEETING
JANUARY 11, 2018

BOD in attendance: Tera Beene, Greg Reese (via telephone 10:20 am), Kathleen McFarland
CAM Rep: Bob Woods
RESIDENTS in attendance: Vickie Boudreaux, Robert Cornish, Cesar Hernandez, George Williams,
Sue Williams

MEETING CALLED TO ORDER AT 10:05am.

RESIDENT FORUM (3 minutes per resident):

Cesar Hernandez thanked the BOD for their quick response re: ARC for Retaining Wall. Mr. Hernandez is very happy with the neighborhood and his neighbors. He appreciates what the BOD is doing for the neighborhood.

George Williams recommended that small sago palms be planted at the front entrance of OB. In addition, the stump at the OB entrance should be ground out.

APPROVAL OF BOD MEETING MINUTES NOVEMBER 9, 2017:

Motion by Tera to approve meeting minutes; seconded by Kathleen.

FINANCIAL REPORT:

CAM provided BOD budget spreadsheets for review.

Popular-Operating Account: \$ 66,944.29

Popular-Money Market Account: \$152,560.14
\$219,504.43

Motion by Tera to move \$15,000.00 from Popular-Operating Account to the Popular-Money Market Account. Seconded by Kathleen. All approved.

ARCHITECTURAL CONTROL (ARC) APPLICATIONS TRACKER:

CAM provided BOD ARC report for review. Two ARCs are on hold awaiting additional information from homeowners. #5463 closed.

Discussion concerning the ARC approval process. Once the ARC is received from the homeowner, it

is input by the CAM Team into the ARC Applications Tracker. The current BOD has access to the system for review/approval.

Vickie Boudreaux and Cesar Hernandez volunteered to be on the ARC Committee with BOD. Motion to accept by Tera. Tera will provide one-on-one training for Vickie and Cesar and ensure they have access to the system.

VIOLATION TRACKER:

CAM provided BOD Violation Tracker Report for review.

BOD reviewed Stage 2 violations. CAM will provide BOD photos of current Stage 2 violations. The violations' photos will be provided with Violations Tracker Report at BOD Meetings. Stage 3 letters will be sent to homeowners (excluding lawn violations until the start of the planting, etc., season April 2018).

OLD BUSINESS:

OB Entrance Cameras. Bob Woods (CAM) will ensure we have warranty information. Vendor has been paid. BOD would like know how many days/months before the the video is overwritten on the hard drive. Days? Months? Greg will take for action.

OB entrance sign lights. Lights no longer are on 24/7.

CAM OB “drive-thru”. Kathleen accompanied CAM Team member. Kathleen briefed regarding “drive-thru”. Many homeowners are doing a great job taking care of their property. Violations are identified and immediately documented electronically during the “drive-thru” by CAM. Software being used by CAM provides a well documented history of identified violations. Additionally, the software includes the ability to immediately notify (via email) homeowner of violation identified.

OB entrance crepe myrtles. HLL has trimmed the crepe myrtles. Spring planting will be discussed at the next BOD meeting.

Hospitality Committee. Greg is POC. Need three more volunteers. Agenda item for next BOD meeting.

Holiday Luminaries Committee. Tera and Vickie POCs. Need two more volunteers. Agenda item for June 2018 BOD meeting.

Pond Cleanup Committee. Tera is POC. Need volunteers (one per pond). Kathleen volunteered for pond behind her residence. The next cleanup must be coordinated with the city of Jacksonville. Agenda item for next BOD meeting.

Common Areas Landscaping Committee. Greg POC. Kathleen volunteered. Need four more volunteers. Agenda item for next BOD meeting.

Newsletter Committee. Greg POC. Judy Wheeler previously volunteered. Need four more volunteers and homeowner suggestions for topics of interest. Agenda item for next BOD meeting.

Confirm OB HOA Non-Profit Status. Per HOA attorney, OB HOA does not qualify for postage free for our mailings.

OB Parkway or entire community litter pickup. We continue to have a problem within the community with littering. In order to ascertain the “estimated” cost of litter pickup, the BOD requested an estimate from a vendor. The vendor provided an estimate for litter pickup for 1) OB front

entrance to Donegal Court, and 2) three ponds. Two days a week (Monday and Thursday): \$450.00 weekly; and, One day a week (Monday, Wednesday, or Thursday): \$250.00. Motion by Kathleen to get an “estimate” for original scope discussed at November 9, 2017 BOD meeting: 1) entire OB Parkway, and 2) entire neighborhood. Seconded by Tera. Before the BOD pursues this type of expenditure, the BOD needs to continue this discussion at next BOD meeting. Tera will take for action.

OB littering problems. Tera contacted the city of Jacksonville regarding the enforcement of “No Littering” in the community. Per the city, we do not have the authority to enforce this.

Speed Sign. Discussion. Purchase of sign approved at September 2017 BOD meeting. Mobility, location of sign, functionality, etc. discussed. Agenda item for next BOD meeting.

OB Irrigation System. Training for Tera and Kathleen re: how to change the timers and test system. Agenda item for next BOD meeting.

OB Park Area. Kathleen will ensure topic to be put on a future BOD meeting agenda. This topic requires a great deal of research (liability, costs, insurance, location, etc.). Also, will involve legal assistance from the HOA attorney.

Hoffman's Lawncare and Landscaping (HLL). Contract finalized.

NEW BUSINESS:

Annual HOA Meeting March 2018. Notice will be sent to homeowners once location is confirmed.

Spring Garage Sale. BOD has received several requests to coordinate a spring garage sale. Date to be finalized at next BOD meeting.

Lights/Electric at Entrance Marque. Motion by Greg to get bids. Seconded by Kathleen.

Ponds Cleanup April 2018. Tera will take for action.

Front Entrance Maintenance. Bids will be solicited to treat front entrance grounds.

Ground Rules for Annual HOA Meeting March 2018. Ground Rules will be presented at beginning of meeting.

Front Entrance. Suggestion from George Williams to plant small sago palms at front entrance and ground out stump.

ADJOURNMENT

Meeting adjourned at 11:45 am.

Recorder: Kathleen Mcfarland