

# SAVANNAH LANDINGS

HOMEOWNERS ASSOCIATION, INC.

## Budget & Board of Directors Meeting 3604 Grand Magnolia Place, Valrico, FL October 12, 2020 Meeting Minutes

### 1. Call to Order

The meeting was called to order by President Michael Toomer at 7:00 p.m. It was confirmed that the meeting notice was posted at least 48 hours in advance. Board members Paul Davis, Lillian Gaines, Carol Galloway and Diana Portillo were also present. It was determined that a quorum was established. Jeana Wynja represented McNeil Management.

Owners were reminded to silence cell phones and refrain from sidebar conversations during the meeting.

**Approval of Minutes:** The Board reviewed the prior board meeting minutes dated September 14, 2020.

**On Motion:** Duly made by Carol, second by Paul and carried unanimously.

**Resolve:** To waive the reading of the minutes and approve them as presented.

**2. Management Reports:** Manager presented financial reports and management reports.

### 3. Committee Reports

**Pool/Clubhouse/Social:** A sofa was donated to the clubhouse and the old sofa was disposed of. A new toilet was installed in the Ladies restroom.

**Neighborhood Watch:** No updates to report.

**Gates:** Manager indicated that American Access was onsite to perform a PM service, cleaned and tested all equipment. No issues found. Technician met Paul Rosenak on site and went over everything with him. Paul expressed concern with lubricant used on pedestrian gate. Technician lubricated with Teflon chain lubricant, which Paul approved of. Paul has concerns with last bolt on pedestrian gate which is chewed off; American Access is aware. American Access will call Paul when they are on their way to perform PM service going forward.

**ACC:** Helena Koccevar presented. Six requests were approved. The ACC indicated that some requests were incomplete. Going forward, the committee will not accept google earth drawings. Owners must provide a lot survey with the proper supporting documentation, or the application will be denied.

**Drainage Committee:** Gary Gaines presented and indicated that there were no new updates to report, other than awaiting the topographical survey prepared by GeoPoint.

### 4. Old Business Items

**Building and door painting:** Paul presented. Building painting is tabled until 2022. Seven doors were stripped and painted by OC Painting. One more door is expected to be stripped and painted, awaiting coordination with owner. Paul indicated that the doors look good.

**2021 Landscaping contract:** Michael presented. Request for proposal sent to Green Team, Next Level and Green Bandit. Received two proposals and awaiting proposal from Next Level. Paul indicated that he would like to see clean up 2x per year around front pond to be included in the contract. After

# SAVANNAH LANDINGS

HOMEOWNERS ASSOCIATION, INC.

Michael has received all of the proposals, he will bring forward to the Board his recommendations at the next Board meeting.

The Board discussed that a one-day cleanup around the front pond needs to occur now, including clearing out of dead trees and branches. Green Bandit has offered a one-day cleanup for \$1,200.

**On Motion:** Duly made by Paul, second by Michael and carried unanimously.

**Resolve:** To approve a one-day cleanup around the front pond to be performed by Green Bandit for \$1,200.

**Cleanout of storm drains:** Michael presented. He called SWFWMD and they recommended no jet vacuuming of the storm drains at this time. They did, however, recommend camera scoping to see if the lines are clogged or not. The Board would like a proposal for camera scoping; manager to obtain a proposal for presentation to the Board at the next meeting. Manager indicated that the County looked at the manhole lid that has been popping up on exit side gate area, and concurred that lid is secure.

**Possible collapsed drain between buildings 3 & 4:** Michael presented. Drain is either a street or a pond drain. Mr. Brush filled the hole and placed sod on top. It appears that there are no further issues or action at this time.

**Topographic survey:** Drone survey to show grading for the entire community is in process by GeoPoint Surveying. The Board will update owners upon completion.

## 6. New Business Items

**2021 Budget:** Manager indicated that notice regarding the budget meeting was mailed to all owners on September 24, 2020. Michael presented. The Board discussed two proposed budgets - monthly assessments at \$325 or \$345 per month. Reserves have been running behind for a while. There was a 7-year span when a previous board did not raise the assessments. Michael believes that this is a critical year and the Association must be conservative with spending. Paul and Lillian expressed that they believe the monthly assessment should be raised to \$345 to bring reserve funding in line with the study.

**On Motion:** Duly made by Diana, second by Carol and carried forward by Michael and Paul.

**Resolve:** To approve the 2021 Budget with a monthly assessment of \$325.

**2021 Roof Replacement Contract (phase 3):** Michael presented. Seven buildings are proposed to receive roof replacement in 2021. Shingle Masters presented the contract for \$198,860. Michael anticipates 10% cost for repairs over the contracted amount. Shingle Masters indicated that 2022 roof replacement will increase significantly due to supply chains. The Board discussed adding one or two more buildings for 2021 roof replacement; Michael to communicate with Shingle Masters.

**On Motion:** Duly made by Carol, second by Diana and carried unanimously.

**Resolve:** To approve the addition of building 32 (and possibly a 2<sup>nd</sup> building) to 2021 roof replacement contract.

**Tree trimming:** Michael suggested to place on hold until owners have finished removing trees around the community. TABLED.

**Mailboxes:** Carol presented. Two proposals received (\$1,050 and \$1250) to clean posts and mailboxes and replace 35 boxes. The Board decided to not change the process and ask Kevin Johnson to fix or replace mailboxes as owners make the Association aware of the need.

# SAVANNAH LANDINGS

HOMEOWNERS ASSOCIATION, INC.

**Leasing of homes:** Carol presented. A home is not being leased in accordance with the Association's leasing policy. The home has been leased 3x in a 15-month period. Association will send owner a notice reminding them of leasing policy and for owner to provide a copy of the current lease.

**Parking stickers:** Amanda McKerrell has resigned as the parking monitor. Paul Davis will handle the stickers going forward. Manager will email Amanda to provide Association with all stickers in her possession.

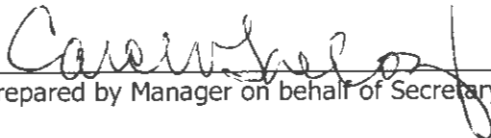
**Garage sale and estate sale:** Community garage sale has been postponed due to COVID-19. An estate sale will occur on November 14, 2020 from 9am-3pm; the vehicle gate will remain open during that time period.

**Owners Comments:** Owner asked if vehicle gate can remain open 24/7; the Board addressed and stated no, that the community, per documents, is a gated community. Owner inquired about painting his front door; Rhonda Toomer addressed that owner must choose from a list of Sherwin Williams colors as provided by the ACC, complete an alteration application, wait for approval and then proceed. If owner is getting their door painted outside of the Association's door painting plan, then owner will be responsible for payment. Owner inquired about how to remove a tree that was struck by lightning; ACC indicated to submit an alteration application, site survey and certificate of insurance from owner's vendor. Owner extended a thank you to the Board and Manager. Owner indicated that he would like the Association to consider replacing as many roofs as possible this year. Paul indicated that he would like nametags for owners to use at future board meetings; manager will order.

## Adjournment

**On Motion:** Duly made by Michael, second by Paul and carried unanimously.

**Resolve:** To adjourn the meeting at 8:50 p.m.

  
Prepared by Manager on behalf of Secretary