

DEVON'S GLEN HOMEOWNERS' ASSOCIATION (DGHA)

BOARD MEETING MINUTES

May 19, 2016

Attendees:

Board Members in Attendance:

Christina Light, President
Jordan Stark, Vice President
Hue Phan, Treasurer
Ken Clawson, Secretary
Maria Badure, Member
Nancy Johnson, Member

Architecture Review and Landscape Committee (AR&LC) Members in Attendance:

Rob Light, Chair
David Carrasco, Member

Other in Attendance:

Dominic Calvoni, 624 Ashbury Ave
Mel Johnson, 661 Ashbury Ave
Michelle Cleckner, 746 Ethan Glen Way
Rebecca Soto, 1225 Foxridge Place
Benny Soto, 1225 Foxridge Place
Jennifer Carrasco, 643 Ashbury Ave
Branden Badure, 1265 Foxridge Place

1. **Call to Order:** It was determined that a quorum was present and Christina Light, Board President, called the meeting to order at 7:01 p.m. The above Board Members were present.
2. **Agenda:** The proposed agenda was passed out as follows:
 - 2.1. Call to Order and Introductions
 - 2.2. Agenda Approval
 - 2.3. Approval of Minutes from Board Meeting of Mar 17, 2016
 - 2.4. Appointment of Board Members to Board Offices
 - 2.5. Treasurer's Report/Finance
 - 2.6. Architectural Review and Landscape Committee (AR&LC) Report
 - 2.6.1. Owners' requests considered
 - 2.6.2. Plant Maintenance
 - 2.6.3. Entry
 - 2.6.4. Common Area
 - 2.6.4.1. Common area along Ashbury with benches
 - 2.6.4.2. Common area at rear (Foxridge)
 - 2.6.5. Other AR&LC Issues
 - 2.7. Standing Items
 - 2.7.1. Website (unofficial Facebook page)
 - 2.7.2. Collection of past due owners' assessments
 - 2.7.3. Collection of past due owners' assessment
 - 2.7.4. Painting and repair of mailbox posts
 - 2.7.5. Confirm list of owners and renters
 - 2.7.6. Changes to Covenants

- 2.7.7. Control of pets and cleaning up after pets
- 2.7.8. New residents welcoming committee
- 2.8. Old Business
- 2.9. New Business
- 2.10. Open Forum
- 2.11. Adjourn (approved agenda CL, NJ)

Christina Light recommended to amend the agenda as follows:

- 2.12. Call to Order and Introductions
- 2.13. Agenda Approval
- 2.14. Approval of Minutes from Meeting on January 21, 2016
- 2.15. Treasurer's Report/Finance
 - 2.15.1. Collection of past due owners' assessments
- 2.16. Architectural Review and Landscape Committee (AR&LC) Report
 - 2.16.1. Owners' requests considered
 - 2.16.2. Lake assessment and lake maintenance
 - 2.16.3. Other AR&LC Issues
- 2.21. Standing Items
 - 2.21.1. Website (unofficial Facebook page)
 - 2.21.2. Confirm list of owners and renters
 - 2.21.3. Changes to Covenants (on hold)
 - 2.21.4. New residents welcoming committee
- 2.8. Old Business
- 2.9. New Business
- 2.10. Open Forum
- 2.11. Adjourn (agenda by Christina Light and seconded by Nancy Johnson)

3. Approval of Minutes from Meeting of March 17, 2016: The minutes had been previously distributed to members for approval via email. The completed minutes were signed by Christina Light. Christina Light made the motion to correct the spelling on Paragraph 5.3.1 to change "mission" to "missing". Also to correct misspelling of Bill Cleckner's name. Once the corrections have been made Christina Light called a motion to approve the minutes. The motion was seconded by Jordan Stark, and all approved.

4. Treasurer's Report/Finance:

- 4.1. Hue Phan received the last financial report at the end of February and reported the current bank balance is \$40,000, bills are paid with one exception, Klip and Kut outstanding bill of \$900.
- 4.2. Past due owner's assessments. A total of 12 residents were reported to be past due, with the largest amount being \$1200. Hue will has contacted 8 residents to remind them of the assessments.
- 4.3. Christina Light made a motion to accept the Treasurer's report, Nancy Johnson seconded the motion, all approved.

5. Architectural Review and Landscape Committee (AR&LC) Report:

- 5.1. Owners' requests considered.
 - 5.1.1. Owner on Ashbury put in a notice to have a damaged garage door replaced with same style door.

- 5.1.2. 756 Ashbury requested approval to have roof repaired and shingle color selection approved. The color matches that of the others in the neighborhood, and was approved.
- 5.2. Lake assessment and lake maintenance.
- 5.3. Other AR&LC Issues:
 - 5.3.1. Discussed oak trees at front of property being trimmed and the newly installed foxtail palms being watered and fertilized. Discussed with Klip and Kut lawn service to be mulched the area at the front entrance and fertilizing of the plants. Discussed the placement of the three fox tail palm trees that will be scheduled for next year's budget.
 - 5.3.2. Suntree Master HOA (SMHOA) sent out letters to residents regarding violations to be corrected. Items of visible trash containers at some residents, mailboxes to be painted. Other items were discussed and the topics strayed from ARC issues and Christina Light advised those in attendance to hold topics for open the open forum section. General yard maintenance and roof staining, and one home that did not have an AC unit screened was identified by SMHOA.
 - 5.3.3. The support braces for the small pine tree in the common area on Ashbury Ave, was advised to remain in place by Klip and Kut.
 - 5.3.4. Rob Light stated that the meeting on May 19, 2016 would be the last as President of the ARC. Hue Phan stated she had talked to Brian Lamas, who mentioned that he would be willing to assume the role. However, Brian has not confirmed the decision.
 - 5.3.5. The ponds in the community were discussed and if any residents had problems with insects in and around the ponds. Rob contacted the pond maintenance company to ensure the ponds were sprayed to control insects.
 - 5.3.6. The boots on the community queen palm trees were discussed how they look shabby and more maintenance could be done regarding a clean look on the boots of the trees. The budget for each tree maintained is \$15 per tree however, we pay \$10 per tree now. Klip and Kut will be contacted to cut the trees more neatly with the budgeted amount per tree (\$15).
 - 5.3.7. Christina Light made a motion to accept the ARC report. Hue Phan seconded the motion. All board members were in agreement.

6. Standing Items:

- 6.1. Website was ascertained by Christina Light, Ken Clawson advised there were no issues noted. Christina Light advised that the website will have to reflect the new ARC President once one is selected.
- 6.2. Hue Phan advised she completed her portion of updating the owners and renters list that she volunteered to perform.
- 6.3. Changes to Covenants, discussed enough, no further items to identify. (on hold).
- 6.4. New resident welcoming activities. Welcome bags were identified to be delivered to residents at 1221 & 1245 Foxridge Place.

7. Old Business:

- 7.1. An email was received from St. John's Water identified a soil stabilizer would be needed for the area next to Jeff Newton's property. Jeff Newton contacted Rockledge Gardens who identified several plants and grass that would be proper soil stabilizers. St. John's Water Authority will not approve any work moving forward until the soil stabilizers were selected. Forms and plans would have to be submitted to St. John's Water for their approval, per Christina Light.

8. New Business:

- 8.1. Signage pertaining to parking overnight was discussed. Nancy Jordan stated she would get an estimate for cost of new signage. Also, replacement of new "clean up after your pet" signs. Signs cannot be posted on existing county sign poles. Jordan Stark will check into the law.
- 8.2. Jordan Spark reported current Florida Statute regarding the prohibition of sex offenders to establish new residence in a community if the residence is within 1,000 linear feet of a structure such as a playground.

9. Open Forum:

- 9.1. Rebecca Soto talked about the decline of lawn care by residents. There used to be yard of the month award and possibly encourage reinstatement of the award. No decision was made regarding the award.
- 9.2. Christina Light talked about resident of the community sending her notes saying that the work being performed in the community has been noticed and the residents are happy.
- 9.3. Nancy Johnson was working on the summer newsletter to be submitted for distribution once completed.

10. Adjourn: Meeting adjourned at 7:56 pm. by Christina Light. Seconded by Hue Phan. All members agreed



**Christina Light,
DGHA President**