

PARKER'S LANDING HOMEOWNE'S ASSOCIATION

Annual Members Meeting

September 14, 2017

Minutes

CALLED TO ORDER:

The meeting was called to order at 6:00 p.m.

DIRECTORS ATTENDING:

Evelyn MacLeod
Leah Wilkening
Wes Kauder
Kelly Noonan
Linda Booher

ALSO ATTENDING:

Kevin Etheridge – Association Manager

HOMEOWNER'S IN ATTENANCE:

Terrance Booher
Shelba Bradford
Janet Chapman
Ryan Gladu
Kevin King
Ira MacLeod
John & Carol Osborn
Christine Salome
Thomas Spinelli
Neil Wilkening
Brian & Claudia Woodman
Jeffrey & Maria Ellis – PROXY

ESTABLISHMENT OF A QUORUM:

A quorum for the Annual Meeting was not established. Therefore, Linda Booher moved that the association continue the meeting in the absence of a quorum. Wes Kauder seconded. Motion passed, unanimously.

REVIEW & APPROVE OF 2016 ANNUAL MEETING MINUTES:

The September 20, 2016 Annual Meeting Minutes were reviewed and approved as written.

TREASURER'S REPORT:

Overall, Wes Kauder/Treasurer, reported that the Association finances remain in good healthy shape. For the FY ending 30 Jun 17, the financial health improved slightly from previous months due to many line items coming in under budget, there being no recent major maintenance repair expenses, and additional assessments were collected. The financial report shows the Year to Date Revenues for the end of June as \$72,997 which \$2,311 ahead of budget for the year.

Expenses as of end June were \$725 under budget but \$5,156 over budget for the fiscal year! The overage is due largely due to Maintenance of the Common Area, Irrigation, Landscape Maintenance, and Gate expenses over the year. Those expenses totaled \$10,125 over budget. Fortunately, the expenses were offset during the year due to decreases in planned Legal Expenses, Electricity, and Reserve funding in addition to past due assessments being paid. The year ended with an overall deficit of \$2,845 compared to last year's \$626 under budget. Accordingly, maintenance expenses were increased in this year's budget. To offset the continued maintenance expensed, decreases were taken in those line items showing under budget such as legal and electricity. In addition, a substantial decrease in planned Reserves was taken but offset with forecast revenue from the rental house.

Therefore, the Association was able to maintain the current dues at \$207.90 per quarter for the next FY.

In November 2016, the Associations assumed “equitable title” on a foreclosed property, 9761 Leeward Way which gave the HOA ability to rent the home. EPM supported the HOA with funds to refurbish the property in preparation for collecting rent from the property. The HOA owed EPM about \$6,000. Most of that has been paid. The HOA should complete repayment and begin collecting funds in September. They plan to utilize the funds for improvement projects and replenish the Reserves.

An Improvement/Repair Project List was developed by the BOD and EPM a couple years ago. The List attempts to forecast the amount of funds required in the Reserves to address future improvements/repairs such as road resurfacing, painting of the pool and entrance sign, and roofing the pool house. This last year the HOA completed painting the street light poles in October and painted the entrance sign in February 17. This year HOA plans to get the mailboxes painted and refurbish the landscaping at the entrance and pool.

Wes Kauder reviewed the current financials as of 31 Aug 17. The financial report shows the Year to Date Revenues two months into the first quarter as \$15,261 which is \$2,859 behind planned budget. The deficit is due to delinquent dues and rent house expenses exceeding income. Expenses for the month were only \$410 over budget but \$1,495 for the Year To Date. The overage is due primarily to legal expense overage and repair of the pool sewage line which was blocked by tree roots. A concern waiting in the wings is the cost to repair broken lines in the pool fountain. BOD waiting on a cost estimate. Finances remain in good shape at the start of the fiscal year with maintenance expenses remaining a concern and limits planned improvements.

The Petty Cash balance is at \$200.00 this month. There was a \$14.23 expenditure in July to Leah for pool expenses.

The number of Aged Receivables past due for the quarter at the end of August was 15, which is down from 23 last month as expected. This results in a total of \$2,904 in outstanding dues which is down \$1,727 from end of July. There were 6 Owners over 90-days in arrears as of 31 August. There are now only 3 Owners with legal action pending against them for a total of \$8,537 in outstanding dues which continues a downward trend from July of \$2,176. Management will continue to process delinquent dues through the legal process.

At the end of August; there was \$4,320 in the Operating Account, \$200 in the Petty Cash Account, and \$38,226 in the Reserve Account and CD for total of \$42,746 in Total Current Assets. The Reserves are \$4,705 short from planned due to being used for some of last year’s maintenance expenses.

MANAGER’S REPORT:

Kevin Etheridge reported that the associations Aged-Receivables Report was in the best shape that it has been in years. There are a few issues, which Kevin reviewed – collection and legal status. The total, outstanding, Aged-Receivables is \$7,080.00.

There is currently one (1) Covenant violation issue, which was recently turned over to the association’s attorney, in which the violation has continued, despite efforts on behalf of the association and management to notify the resident as well as the owner of the property.

POOL PERMIT:

The association paid the Annual Fee for the Pool Permit approximately. However, the permit was never received. After investigation, it was determined that the pool permit was being held at the county office until corrections were made to the Parker’s Landing Pool. According to the county, the permit will be released this week.

Repairs have been made to the pond aerator system in the lake.

ARCHITECTURAL CONTROL:

It has been determined that the Architectural Review Committee will begin notifying applicants that they have three (3) months to complete projects from the approval date or resubmit for approval.

GENERAL DISCUSSION:

Pool Bathroom Plumbing –

The Board of Directors discussed recent issues with the pool bathroom plumbing. It was determined that tree roots are growing into the plumbing line causing the bathroom drain lines to be clogged. Gulf Breeze Plumbing was called and cleared the line.. However, it is just a matter of time before the problem re-occurs. After discussion, it was agreed that Gulf Breeze Plumbing would be asked to provide a bid to the association to permanently repair the problem which entails digging up the drain line.

Association Parking Issues –

It was noted that parking violations have increased over the year. The Board of Directors discussed the continual issues with parking on the streets overnight, unauthorized parking at the pool lots, parking on the Common Area side of the street, and parking on the lawns. Issuance of violation letters seemed to minimal affect. It was noted that each home at Parker’s Landing has four (4) parking spaces. Two (2) in the garage and two (2) in the driveway. The problem is that some of the residents within Parker’s Landing are not using the garages for the intended purpose but instead using them for storage, exercise areas, man caves, and, therefore, do not have ample parking to accommodate multiple vehicles. After discussion, it was agreed that a committee could be established to make recommendations to the Board of Directors to alleviate the parking issues.

Entrance Gate Cameras –

Kelly Noonan has been working on options for having 24-hour surveillance of the entrance gate and pool area. So far, most of the options appear to be too expensive for the association’s budget. The Board agreed to keep this issue in the forefront and that, as funds accumulate to fund this project, it would be looked at a later date.

Fall Garage Sale –

The date for the Fall Garage Sale was scheduled for October 14, 2017. The Garage Sale will take place from 7:00 a.m. – 1:00 p.m.

ELECTION OF DIRECTOR(S):

Evelyn MacLeod moved to appoint Brian Woodman as a Board of Director for 2017-2018. Linda Booher seconded. Motion passed, unanimously. The following were elected to the Parker’s Landing Board of Directors for September 2017 – September 2018:

| | |
|----------------|---|
| President | Brian Woodman |
| Vice-President | Evelyn MacLeod Secretary/Treasurer Wes Kauder |
| Director | Leah Wilkening |
| Director | Kelly Noonan |
| Director | Linda Booher |

ADJOURNMENT:

There being no further business, the meeting adjourned at 7:15 p.m. The next Director’s Meeting is scheduled for 2 November, 2017, at 6:00pm.