

Blairstone Forest Community Association
2014 Annual Membership Meeting

Board Members

1. BFCA ANNUAL REPORTS

- a. 2013 President's Report
 - i. Accomplished new sign in front, and painted smaller lighted entrance sign directly off Blairstone Rd.
 - ii. Adopt a rule; June the board passed this rule???
 - iii. Silverwood drainage issue; work is scheduled to begin 2 weeks from now; extricating responsibility from board
 - iv. Animal issues that were addressed in the newsletter; Animal Service Center presentation was in part due to these concerns
- b. 2013 Financial Report from Treasurer
 - i. We don't have a budget because the president of the board, is supposed to create the budget, but marks term is up; road paving is approaching in the near future; handout given
- c. 2014 Plans for Future Assessment Increase
 - i. To cover the costs of boardwalk, bridge and roads; with the minimum special assessment; handout given
 - ii. Budget projections for special assessment; lawyer and large discussion, special assessments versus general dues
- 2. Presentation by Joanie Trotman w/ FL Association & Property Management
 - a. Annual Report- call for volunteers, appreciation of board,
 - b. Questions & Answers-
- 3. Architectural Control Committee Annual Report
 - a. Handout given, Llona could not be present due to a class; members needed
- 4. Grounds Committee Annual Report
 - a. Chairman and members needed
 - b. Works with lighting in neighborhood, entrance sign, letting the city know if street lamps need repair/adjustment
- 5. Neighborhood Watch Committee Annual Report
 - a. Need Chairperson- Issues arose recently regarding a particular nuisance person; if Association can put a No Trespassing Order in effect;
- 6. Pond Committee Annual Report
- 7. New Committee Report
 - a. Newsletter- Gwen spoke, contributions welcome
 - b. Welcoming- Debbie spoke, please
 - c. Rules- Jonathan spoke, nuisance and noise ordinances, dangerous trees on owner's lots, non-resident multi-family homes/rentals
- 8. Election of new board member, Jane McElroy

Meeting Adjourned

Blairstone Forest Annual Assessments

Recently the Board of the Blairstone Forest Community Association voted to increase the annual assessment from \$300 to \$600/lot to address deteriorating community amenities and infrastructure. The Board recognizes that the increase in assessments may create a hardship for some residents, for example those who are on fixed incomes or those who own more than one lot. In order to accommodate those residents, two options for the payment of assessments are being provided. The first is to pay in one lump sum by the due date of January 1st (and no later than January 31st) of the current year...as in past years. The second is to pay in quarterly installments of \$150 each, due in April, July, and October of the preceding year, and in January of the current year. Quarterly installments must be paid in advance in order to meet the requirement of full payment by the end of January. There is no penalty for missing any of the April, July, and October advance installments as long as the full amount is paid no later than January 31st.

2014:	\$300.00	Due January 1 st and no later than January 31 st , 2014
2015:	\$450.00	Due January 1 st and no later than January 31 st , 2015 Optional laddered payment: \$150 due July 1 st , 2014 \$150 due October 1 st , 2014 \$150 due January 1 st , 2015
2016:	\$600.00	Due January 1 st and no later than January 31 st , 2016 Optional laddered payment: \$150 due March 1 st , 2015 \$150 due July 1 st , 2015 \$150 due October 1 st , 2015 \$150 due January 1 st , 2016

Assessments will then remain at \$600/year.

Green - Newsletter
Justin Green working w/ Jonathan Fox
Read article introducing myself.

BLAIRSTONE FOREST COMMUNITY ASSOCIATION ARCHITECTURAL CONTROL COMMITTEE REPORT

FEBRUARY 2014

Llona Geiger, Committee Chair

WHAT IS THE ACC?

Next to the Board, the ACC is the most important and challenging assignment in the Blairstone Forest Community Association. The Committee is charged with seeing that the Restrictive Covenants of the Association are respected by all residents, and it is responsible for preserving the character of the neighborhood.

New owners would gladly follow the rules (and owners would give them to their renters), if they were readily available to them. We need a systematic way of providing at least a short version of the Covenants to every new resident. Our ability to enforce neighborhood rules is crucial to our success. In Labor Law we call that "sleeping on your rights": If you don't exercise rights, promptly and consistently, you can lose the ability to enforce them in the future. Do we want that risk?

We have a large number of small violations all over the neighborhood (parking issues, garbage can problems, unkempt yards, etc.) We started with the easy stuff first. Letters went to all garbage can violators, with some results. Next we will, with the help of the attorney, tackle neglected properties and multiple renters in a family neighborhood.

Good things happened too. The Tuesday evening neighborhood walks and the newsletter were wonderful tools for neighborhood cohesion.

HOW DOES THE COMMITTEE WORK?

Transparency, timeliness, and consistency are the three principles that govern the Committee's work. The owner makes a request on a form, specifying the work to be done, including details such as plans, measurements, paint samples, etc. A special form is available for tree-related requests. While the ACC has 30 days to arrive at a decision, we usually work faster.

Most requests come directly to me as chair of ACC. That's for the convenience of the homeowner and of the committee members. I then assign the request to two committee members who will check out the request, look at the property independently, and sign off on the project.

Tree issues go out for consultation to someone who does forestry, not tree-cutting, for a living. The ACC works directly with Stan Rosenthal from the

Department of Agriculture. The homeowner makes a request to the ACC, and if there is any doubt that the tree is dead, we engage Stan to give us a written assessment. This process must be deliberative, consistent and transparent, because tree cutting is the only activity in the neighborhood that carries with it hefty fines. It is also the only change in appearance that can not be undone. Our Covenants are quite specific and don't leave the ACC any choice: A tree must be dead to be cut. We have extended that to almost dead, or imminently dangerous (because it has lost its root structure, or is unbalanced through the recent loss a major limb, etc.) Please note that emergencies (tree struck by lightning, for instance), get immediate action.

If any project is denied, the committee members provide a reason for denial. All request forms, whether approved or not, are returned to the homeowner, with a copy of each kept on file so that any owner can see what got approved when by whom.

WHAT GOT DONE LAST YEAR?

In 2013, your ACC fielded 16 documented requests. Almost all "non-tree" requests involved repairs and/or improvements. Repainting and reroofing without a color change does not require prior approval. However, some owners made changes in appearance, such as screening in an entryway, without approval. Again, owners need to be mindful and informed. And neighbors can help. "If you see something, say something" should work even in our Forest. Then there were numerous e-mails and phone calls with requests or questions. We advised potential buyers on what modifications could be approved and which ones were unlikely. Once again, tree issues were front and center, with some about multiple trees. In each case, the ACC involved Stan Rosenthal as the expert.

WHAT WOULD MAKE OUR JOB EASIER?

We need a way to engage both owners and renters. Most owners are interested in maintaining their properties. So, first, we have to insist that Covenants become part of the home purchase process. And let's work toward making the Covenants part of all rental agreements in the Forest!. Secondly, all of us are extensions of the ACC. All of us need to get involved in maintaining our special neighborhood.

We need more members of the ACC! I hope many of you will consider serving on the ACC. Please contact a Board member to express your interest. Ann Marshall has resigned for health reasons, and we are down to a chair and two members. Not enough to do the job! I also would be pleased to help someone get up to speed if he/she wants to become the chair of the ACC.

If you have any questions about ACC, please contact me (878 1685) (LlonaG@aol.com). Llona Geiger, 1718 Silverwood.

ARCHITECTURAL REVIEW COMMITTEE CONSENSUS

Name of homeowner: _____ Date _____

Address: _____ Phone _____

Nature of work to be done: (Please include detailed plans, paint samples, etc. to help the Committee arrive at a decision)

Two Committee members' signatures required for any action

____ Approved

____ Approved

____ Disapproved (state reasons)

____ Disapproved

Name _____ Name _____

Signature _____ Date _____ Signature _____ Date _____

THINKING OF CUTTING A TREE?

Avoid huge fines and help all of us preserve the unique nature (and property values) by adhering strictly to the tree ordinance of the Blairstone Forest Covenants:

Do not remove any trees, or hire anyone to do so without talking to the Architectural Review Committee first and obtaining written approval. Use the attached form to get the necessary approval BEFORE having the work done. It will shield you and the contractor from liability.

ARCHITECTURAL REVIEW COMMITTEE TREE CONSENSUS

Name of homeowner: _____ Date _____

Address: _____ Phone _____

Location and species of tree to be removed:

Diameter of tree at chest height:

Reason for removal:

FOR ACC COMMITTEE-ONLY: Two Committee members' signatures required for any action

____ Approved

____ Disapproved (state reasons)

____ Approved

____ Disapproved (state reasons)

Name _____ Name _____

Signature _____ Date _____ Signature _____ Date _____

Ten Important Tree Topics.

1. Mulch beds are great
2. Most trees don't need extra fertilizer
3. Plant the right tree in the right place.
4. Don't compact soil and destroy roots.
5. Prune properly.
6. Thin your trees to a proper density (spacing).
7. Cut down poor quality trees.
8. Trees do best in groups.
9. Live oaks are great trees. So are many other trees. Diversity is best. Plant less Bradford pears, crepe myrtles, shumard oaks and more other trees such as bald cypress, white oak and muscle wood.
10. All trees have something wrong with them. Often what is wrong with them is not a problem for us.

Blairstone Forest Community Association

2014 Projected Budget

		Budgeted for 2013	Budgeted for 2014	
Total Income		\$ 35,853.00	\$ 36,000.00	
Operating Expenses				
1 Bank Service Charges		\$ -		
2 Copy/Printing/Signs		\$ 823.00	\$ 500.00	
Crime Watch				
Boardwalk closed				
Stop Signs	\$ 50.00			
No Trespassing Signs				
Copy Service	\$ 773.00			
3 Communications			\$ 350.00	
Newsletter				
Website				
Grounds Signs				
Banners, Phone				
4 Dues & Subscriptions			\$ 50.00	
CONA Dues	\$ 50.00			
Software				
5 Insurance		3,402.08	\$ 4,300.00	
Liability Directors/Officers	\$ 1,576.76			
Liability Dishonesty Bond				
General Casualty	\$ 1,825.32			
6 Licenses/Permits/Taxes		\$ 203.00	\$ 204.00	
Dept of State Filing Fee	\$ 61.00			
Sormwater Permit				
Federal income Taxes	\$ 143.00			
7 Delinquency Allowance				
8 Miscellaneous		\$ 115.00	\$ 125.00	
Food, Membership Meeting				
9 Office Supplies		\$ 65.00	\$ 65.00	
General Office Supplies				
10 Postage/Delivery/Freight		\$ 335.00	\$ 300.00	
11 Professional Fees		\$ 10,476.00	\$ 11,850.00	
Accounting Services	\$ 4,788.00			4,800
Legal Services	\$ 2,858.00			3,000
Audits				700
IRS Preparation	\$ 550.00			550
Property Mgr. \$2,800 p/yr.	\$2,800 p/yr.			2,800

**Blairstone Forest Community Association
2014 Projected Budget**

12 Rent		\$ 542.00	\$ 787.36	
P O Box 5622				\$ 61.00
Storage Facility				\$ 726.36
13 Repairs & Maintenance		\$ 22,683.00	\$ 12,200.00	
Grounds-Improvement				
Drainage				\$ 2,000.00
Entrance Way sign	\$4,515.00			
Fencing	\$ 600.00			\$ 800.00
New Signs				
Grounds - Maintenance				
Boardwalk Repair (Trpoical Storm damage)				
Capital City Lawn Care	\$3,678.00			\$ 3,700.00
Drainage - Other	\$2,750.00			\$ 900.00
Pond Clean-up	\$2,501.00			\$ 1,500.00
Lights/Electric	\$ 20.00			\$ 300.00
Roads	\$ 847.00			\$ 1,000.00
Tree Service	\$2,875.00			\$ 2,000.00
Grounds-maint - Other				
				\$ 12,200.00
14 Utilities		\$ 5,109.00	\$ 5,200.00	
15 Contingency Fund			\$ -	
Total Operating Expenses		\$ 40,351.00	\$ 35,931.36	
Special Expense Funds:				
13 Roads LT Sinking Fund				
13 Roads ST Sinking Fund				
13 Grounds ST Sinking Fund				
Total Expenses		\$ 35,048.00	\$ 35,931.36	
Difference Income/Expenses		\$ 950.00	\$ 68.64	
2013 Dues		\$ 300.00	\$ 300.00	-
Number of Lots		131	131	
2013 Dues Income				
Potential		\$ 39,300.00	\$ 39,300.00	
Anticipated		\$ 35,998.00	\$ 36,000.00	