

BFCA Board of Directors Meeting Minutes

Jack McLean Community Center

700 Paul Russell Road

6:00 P.M. Thursday, June 2, 2016

The meeting was called to order by Fred Willes at 6:00 P.M.

Special Announcement - The Board wants all homeowners to be aware of changes to the due date for annual assessments. These changes are to bring our practices into compliance with the requirements of the Covenants.

Annual Assessment payments are due, or must be postmarked by January 1. (Covenants Article VII, Section 6, C) There is a ten-day grace period. (Article VII, Section 6, D) Beginning January 11 a late service fee of \$25/lot will be charged and a penalty of 18% simple interest on the outstanding balance, retroactive to January 1. (Article VII, Section 6, D). It is the responsibility of the homeowner to provide proof that the payment was made as required. The Board will be reluctant to waive the late fee and interest for late payment.

Board Members - Cainnon Gregg, Jane McElroy, Fred Willes

Introduction of Board Members, Association Members, and guests present - Present were: Cainnon Gregg, Jane McElroy, Fred Willes, Karen Willes, Jaime Kimbrel, Kristie Larson from FA&PM, Sue Dinges, Bill Walter, Karin Brewster, and Sylvia Ramos.

It was announced that the latest version of the BFCA Rules is posted on the website. We will be including a printed copy with the next assessment quarterly courtesy notification.

Old Business - Crime Watch

The Minutes for the April 7, 2016 Board meeting were approved by email voting. Gregg and Willes voted to approve. McElroy was not at the April 7 meeting and did not vote.

The Board voted on the appointment of a Chair for the Leon County Sheriff's Office (LCSO) Neighborhood Crime Watch (NCW) program. Jim Brock and John McEachern nominated themselves.

A question was raised about whether one could serve if he is not a member of the Association. Walter and McElroy stated that one can (Article IV, Section 1 of the BFCA By-Laws).

Jim Brock received one vote, from F. Willes. John McEachern received two votes, from Gregg and McElroy.

By that vote, John McEachern was appointed Chair of the NCW. The Board will notify both volunteers and send McEachern directions for what we want.

New Business

Treasurer's Report, by McElroy - The total amount of BFCA money at this time is 111,527.00. Part of that is the prepaid assessment for 2017. That leaves \$106,577 available for the rest of 2016. The Board members were provided detailed financial records. Those will not be published. Association members can see those by contacting Jane McElroy for a copy.

The newly updated BFCA rules can be printed and added to next courtesy notices.

Herb Garden update, by Gregg - Water to the area is \$1350 via the city fee. We have applied to participate in a Leon County program, seeking a grant for \$1,000. They want one more bit of information. Interested people would then pay \$\$ to be part of the garden. After the garden is set up, grants could be reinstated annually. The Board can still decide what to do with the garden in the future. Initial investors could be out their money if a future Board terminated the herb garden. Betton Hills & Southwood gardens have \$100/year fees plus a fee to even apply. About 10 people are interested in having a Blairstone Forest herb garden. Other fees are associated with it. A backflow valve would have to be installed and be inspected annually (property management info). Billy Backflow = \$35/year. Living within ¼ mile of community garden is property appreciation. This program could help us be a sustainable neighborhood.

Tree Report, by F. Willes - Tree removals have been approved at 1679 Silverwood Dr., 2772 Red Maple Ridge, and the Chinese Tallow in the south pond. Sam Hand identified two dead trees on Brookside Blvd. and recommended the pruning of a tree leaning over the road at 1741 Brookside Blvd. A dead tree outside our boundaries is leaning onto our property. The tree may be seen from the opening out of our ponds into the ditch on Orange Ave. City Code Enforcement was contacted and the owner was directed to remove the tree. Miller Tree Service requested permission to take down a portion of our fence in order to reach the tree. F. Willes gave that permission. The fence will be replaced when

the work is completed. Miller was informed that they are, of course, responsible for any damage to our fence or property.

We see tree maintenance on common land as an ongoing project. Our attorney agrees that these decisions can be made as they come up, rather than waiting until a board meeting to approve tree removal(s).

Two dead trees plus Chinese Tallow and another tree that threatens to block traffic on Brookside Blvd. have already been approved, at \$850, for cutting and removing the trees.

The Covenants state that no living trees more than 6" in diameter can be cut. We require that Sam Hand agree that there is a structural issue with trees before granting a waiver for that requirement.

Homeowners that feel that a tree on their property is a threat to people or property should state that on the tree removal form. We would like for Sam Hand to see the tree to state that there are, or are not, structural problems. However, the Board is not going to reject removing a tree deemed by the homeowner to be a threat.

Sue Dinges expressed concern over tree that is on neighbor's property but could fall in her yard or into the street. The Board does not have the authority to remove such a tree on private property. The homeowner is, however, liable for all damages.

ACC Report, sent to the Board by Carmen Pulido - ACC Activity, March - May, 2016. All approved where applicable (i.e., non-standard requests)

1. 2775 Red Maple Ridge, W. Lasley, home construction
2. 2772 Red Maple Ridge, F. Willes, drive/walkway pavers
3. 2778 Red Maple Ridge, K. Baxley, standard window replacement
4. 2779 Red Maple Ridge, C. Gregg, door (front, garage) paint
5. 1725 Brookside Blvd. B. Crowdis, house painting (preapproved colors)
6. 1676 Silverwood Dr., K. Brewster, house painting

Pond Committee Report, sent to the Board by Dr. Sean McGlynn -

Charlotte Hicks expressed concern about a tree on the north side of the pond. It is falling into the pond. Dr. McGlynn will remove the tree, probably on June 3.

"We need to do another algae treatment. The Big Lobe is growing algae which is blowing into the Little Lobe. I need to get the algae out of there now so it will be clean for the summer.

I'm updating your water quality data."

In addition, Dr. McGlynn will be bringing two biologists to see our ponds. They will try to suggest what native plants would have been in ponds like ours. They will also be looking for rare salamanders and newts. The pond committee hopes to join them for that meeting.

Property Management Report, sent to the Board by Joanie Trotman of FA&PM - She again asked for past minutes of Board meetings. (She had been directed by F. Willes to download them from our website. That is all of the minutes we have.) Gregg is going to put minutes on a flash drive.

FA&PM asked for directions about reviewing old records. We are required to keep seven years of records. Trotman offered, at no cost, to review older records to see if there is anything worth keeping. Reservations were expressed about folders with all sorts of personal information still there. The simplest solution would be to shred the documents. McElroy said she would go through the boxes and take folders containing personal financial information out then send the rest to Joanie. After her review, we will shred the remaining documents. The cost of our storage center is \$275/year.

Willes reported that Patrick Frank, our attorney, said that minutes that are going to be transcribed should be ready by the end of June. At that time complete transcripts can be uploaded. Whatever else is not done, we will need to pay a transcription service to complete the transcriptions.

FA&PM repeated information about the boardwalk demolition and repair beside 1721 Silverwood Dr. Property Management obtained bid for \$2,000 to demolish and \$2,000 to replace it. Willes prefers to do nothing. If a path were kept in same place with barrier toward Charlotte Hicks' it would be an inexpensive, all season, and permanent solution. Alternatively, where the pump is, a trail already exists. Boardwalk Closed signs are up while the demolition is being done. Karin Brewster expressed concern that the removal of the boardwalk could make it more difficult for people with reduced mobility to safely access our ponds.

FA&PM referred four asphalt repair companies to us for road repairs. Two estimates have been received. N. Florida Asphalt never submitted a bid. Apache not interested.

FA&PM sought three bids for removing two dead trees on common land. The trees have been removed.

Road resurfacing discussion - We have two paving estimates. The question is how much money can we spend at the moment? McElroy reported that of the funds available we can afford to spend up to \$67,000 for roads. Paving everything is approximately \$85,000. Since we cannot pave all of it at this time we need to prioritize what parts are to be paved now. Nestlewood Lane is number 1. Brookside Blvd. from the divided entrance to Silverwood Dr. is number 2. Silverwood Dr. from Brookside Blvd. to just past Red Maple Ridge is number 3. The next most in need of repair section is Red Maple Ridge, with three bad spots. Both paving companies thought from Red Maple Ridge to end of Silverwood is in pretty good shape, as is Brookside Blvd. from Silverwood Dr. to the end. There are only 8 homeowners on Red Maple Ridge, which makes it a bubble inclusion/exclusion. There are only 5 homes on Harvest Pl., making it a low priority, and Brookside Blvd. from Blair Stone Road to the divided entrance is in good shape, at the moment.

The work to be done is described here.

The paver would saw cut the bad sections to create square or rectangular holes which would be filled and leveled with the road surface, manhole covers would be raised to level of new road, and then 1" asphalt laid on top of our roads. Paving over the alligatoring, or cracking, parts means that they will again show cracks as the asphalt compacts over time. There is no way to stop that except to rip out asphalt and start over. The cracks will not weaken the effectiveness of the paved surface. The paving companies estimate the road would need to be resurfaced in 15 to 30 years. For budgeting purposes, it is best to think of the need being in 15 years.

If we paved the above listed three sections and all of the rest of Silverwood Dr., including Silverwood Ct. it would cost

\$49,580 - with Pigott

\$58,285 - with Peavy and Son

We may be able to include Red Maple Ridge, or a piece of Brookside Blvd, or Harvest Pl.

We would still have \$20,000 to be paved next year but that will take care of all of the road. We will have to get more information before making a decision.

There is no optimal time for asphalt work here because the ground doesn't freeze like up north. It will depend on the scheduling of the firm we use.

Gregg said we should ask logistically how they are going to do it.

The Peavy and Son estimate includes rerouting homeowners with the use of a flagman. We still have to get emergency vehicles in and homeowners in and out while the work is being done.

Bill Walter asked about asking property owners to move vehicles before their area gets paved. When we have a schedule we will need to advertise that.

Concerns or Questions by Association Members - Bill Walter - asked about what is being done about an occupied house with no utilities. A Tallahassee Code Enforcement officer has been made aware of the situation. We have not yet heard back. It is definitely a code violation to have no utilities and code enforcement is "looking into it." Owner of the house in question owes \$1,700 in dues, interest, and late fees.

Karin Brewster asked about the deteriorating condition of a house that is used mostly only for FSU home football games. Our Covenants require that houses be properly maintained, including aesthetically.

Willes pointed out that the parking pad they use is not their property. They are parking on the easement/common land.

A motion to adjourn was approved with Gregg, McElroy, and F. Willes voting to adjourn. The meeting adjourned at 7:52 P.M.

The next scheduled Board of Directors meeting is Thursday, August 4, 2016 at 6:00 P.M. at the Jack McLean Community Center.