

SAWMILL LAKES MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MARCH 11, 2008
AT SAWMILL LAKES CLUBHOUSE
PONTE VEDRA BEACH, FLORIDA

Present: Hal Hitch, presiding and Directors, Diana Rawle, Kim Allerton, Tom Murta.
Committee Members: Mike O'Connor

MAY: Patti Brown

Recording Secretary: Lynne Sopchak

ESTABLISH QUORUM/CALL TO ORDER: Hal Hitch recognized a quorum of the Board was represented and called the meeting to order at 6:07 pm.

FEBRUARY 12, 2008 MINUTES: The Board noted these minutes were approved via email vote on 3/6/08.

FINANCIAL REPORT: Diana Rawle noted that the ordinary operating expenses were under budget at \$18,230 for the month of January. There was a transfer to the Reserve Fund in the amount of \$39,390. There were no charges to Reserves, (no activities), leaving the reserve balance at \$254,065. There are approximately 30 Homeowners with outstanding HOA fees. One half is reserved; 20 remain in money judgments. Hal Hitch indicated he is following up on several larger outstanding balances with Patti Brown. After researching several Homeowners who have money judgments, Hal asked Ms. Brown why May Management never appears on the creditor list. Ms. Brown will research and report back to the Board.

Diana Rawle moved the Board to accept the Financial Report. Tom Murta seconded the motion and it was unanimously approved.

MANAGERS REPORT: Patti Brown presented a list of scheduled repairs and maintenance.

Ms. Brown reported that the back entrance to Sawmill Lakes does not have an irrigation leak. She indicated that there was a large bill of approximately \$600 coming due for the sod replacement at the back entrance.

May Management was able to get a refund from Ocean Side Cleaning.

Ms. Brown was charged with researching the cost of installing stone pavers/river rocks along the pool maintenance walkway.

Patti Brown continues to look for a way to create the neighborhood directory.

A homeowner with a skateboard violation will appear before the ARC.

On April 2, there will be a closed door Board Member Seminar/Training session at the Clubhouse. No community business will be conducted.

It was decided not to replace the Dog waste signs in the neighborhood, as the community is ignoring them, and therefore replacing them is a wasted expense..

PRESIDENT'S REPORT:

In regard to outstanding projects (mailboxes, Community Signage, Directory, security) it was discussed that each board member would spearhead one project through completion.
Diana Rawle - Community Directory & Master email contact list for each household
Tom Murta – Security
Kim Allerton – Signage

Kim Allerton reported that she had discovered an inexpensive resource for customized mailboxes. She would like to pick one and implement replacement. Tom Murta responded that in light of the current economic and housing markets, this is not the time to implement special assessments. The board agreed to postpone any mailbox replacement until current economic climate improves.

UNFINISHED BUSINESS:

Pool Shade: Discussion revolved around finding a Homeowner who was interested in this issue to shepherd it through the research phase for the board.

Maintenance Schedule: Kim Allerton requested that the Landscape Calendar be added to the list of repairs and maintenance. Hal asked Patti to follow up and have the Clubhouse roof inspected for leaks. The Board requested that Patti indicate which months those items are scheduled to occur. The Board asked Lynne Sopchak to prepare that information into a chart or spreadsheet for use by the Board and OMW committee to track outstanding items and associated costs.

St. Johns Utilities –Oil Spill: Hal asked about the status of blacktop repair in front of 720 Lake Stone Circle. Patti indicated that no work has occurred. Hal Hitch requested that Patti Brown document dates and times that St. Johns has been contacted about this repair. Hal Hitch asked that May Management secure a letter from a legal representative to move this issue along. Ms. Brown remarked that Bill Young from the county will assist May Management with this issue. It was decided to request a professional opinion from a paving company. Based on their opinion, follow up steps would be pursued.

Other Road Damage: At the time the pavement is inspected, an review and estimate should be obtained for the cracked pavement at the back entrance.

Security Camera Training: Tom Murta presented information about new surveillance equipment which can be monitored via the internet in live time. This option would require purchase of new equipment, current equipment is not modifiable. Hal Hitch requested that the Board move forward with a decision as quickly as possible. Hal Hitch requested that May Management resolve the open maintenance situation with a local

contractor, not the one in Daytona.. The Board asked May Management to fix the Men's bathroom locks.

NEW BUSINESS:

First Coast Security presented information regarding their security services.

Varying levels of patrol /service options include:

- Marked cars patrolling neighborhood with routine contact made at "proxy points"
- ability to schedule patrols in blocks of time
- stationary guard at select locations and times
- Notification of maintenance issues- blown sprinklers, street lights in need of replacement, enforcement of bylaws
- Services can be customized to meet community needs and budget and can also be adjusted seasonally as needed.

Diana Rawle asked if they have the ability to react if a situation occurs. Chris responded that they are able to call 911 to report the incident, observe the situation and make a report. Tom Murta asked if Sawmill Lakes could hire an officer on an hourly basis. Chris answered that this would be very costly. Hal Hitch asked what First Coast Security would recommend for Sawmill Lakes based on a brief description of the current need. Chris responds that a plan tailored to the areas and times that are problematic and the addition of routine but random patrols has been effective in eliminating vandalism. Hal Hitch asked about Liability Insurance and references. Chris responded that Diane Bryant with St. Johns County would be an excellent reference and that First Coast is insured and has a \$5M insurance bond. In response to a question by Tom Murta, Chris indicated that the security officers must pass a background/criminal check; the officers are monitored randomly from within the company and hold a "D" license in security.

The Board requests a proposal for coverage based on block scheduling, and a copy of the services contract for review.

Other/Pool Furniture: Diana Rawle reported that replacement of the pool deck furniture is not necessary at this time; however the HOA should supplement the number of chairs/chaise lounges on the pool deck. The Reserve Fund has a \$4,000 balance from the 07 budget that could be used for this purchase. Tom Murta made a motion to purchase 6 new chaise lounges and 12 new chairs, not to exceed \$3,600. Hal Hitch seconded the motion. The motion was approved by the board.

Other/Sidewalk Ownership: It was discussed that the ownership issue of the community sidewalk should be addressed. It was suggested that a reserve account be created to pay for restoration, rather than assessing individual homeowners. Further discussion will be held at the next meeting.

Other/Sidewalk to clubhouse: It was suggested that a concrete or paver sidewalk from the playground to the restrooms be installed. It was decided that placing combination locks on the pool-facing doors would be the same or cheaper than a connecting sidewalk.

Other/Upcoming Activities:

Easter Egg Hunt: A homeowner has organized an Easter Egg Hunt for the children 1-8.

Garage Sale/Drop and Swap

Proposed a Community Wide event Memorial Day weekend. Looking for volunteers to organize the event. Hal Hitch will contact the Community Affairs committee.

COMMITTEE REPORTS:

ARC: Meeting has been rescheduled to March 14 at 6pm.

A discussion was held about requiring that house numbers are visible.

A suggestion was made that the HOA use funds to paint the house numbers in consistent location on the driveway of each home.

Civic: Hal Hitch proposes that the Board consider a request from the Ponte Vedra Coalition to support the County Commissioners position not to deplete the St. Johns River. All present Board members voted in favor of this proposal.

Communications: No report

Covenant Enforcement: Mike O'Connor reports that it is increasingly difficult to obtain the consensus of the 3 member committee to enforce the covenants. Hal Hitch proposes a modification to the Enforcement Committee rules. The committee is now charged to send the first warning letter, follow it with a second warning letter. The third letter is a notice of a hearing date. At the hearing the homeowner will be made aware of the infraction, the expected action required and the date the situation is to be rectified. If the situation is not rectified, the homeowner will be fined \$100 per day. Hal Hitch made a motion that the Board accepts this change. Diana seconds the motion. The motion is approved unanimously.

Community Affairs: No report

Financial Report: Hal Hitch reports that he is not satisfied with the notification process in regard to maturing CD's. Patti will look into resolving this at May Mgt.

OM&W: No report

Landscape: No report

Safety& Security: Tom Harding has resigned as security committee chairman. The board thanks Tom for many years of service to the community in this capacity.

**ADJOURMENT: With no further business, Hal Hitch moves to adjourn at 7:52pm.
Tom Murta seconded the motion and it was unanimously approved.**