

# BFCA Board of Directors Meeting Agenda

Jack L. McLean Community Center

November 13, 2008

## 7 PM - Meeting Called to Order

- § The meeting was called to Order at 7:06pm
- § Sign In and Introductions were conducted
  - *See sign in sheet*
  - § Board Members: Warees Smith, Jill Harper, Ellen Peyton
    - Vickie Marlatt, Treasurer; Charlotte Hicks and Debbie Taggart, Recording Secretaries
  - § Terra Sherlock, Maria Harageones, Ute [Gazioch](#) new house, Frank Gazioch (builder); Eric Poole, Jane McElroy, Terry Tenold,

## Board Members Report:

- § Approve the minutes of the BOD Meeting, October 09, 2008
  - § Jill motioned to approve
  - § Ellen seconded the motion
  - § Minutes approved
- § Red Maple “sink-hole” report & repairs
  - § Warees reported that the city has been coming out to evaluate the hole; we are letting the city finish their inspections to determine if there are concerns about the road and any potential for bigger problems;
  - § The sink hole is taped off and marked so it is easy to see; the city does not think it is a water main issue
  - § The hole that is opening up and curving around toward the adjacent house so there may be sewage issues and the homeowner has been notified; she was contacted but reported that she has seen no problems with her plumbing yet
  - § We received an estimates for filling the hole:
    - George Taylor - \$300
    - Panhandle excavation service - \$650
- § Political yard signs
  - § As the campaigns are now over most of the political yard signs are gone
  - § Warees noted that we have "been around the block on this issue"; Jane McElroy helped to find information from legislation and found that you cannot restrict posting of real estate signs
  - § Any ordinances passed by Home Owners' Associations apply per law. A letter will be coming out with proxy votes noting that current homeowner covenants that do not allow political yard signs and that this will be enforced effective 1/1/09. (Warees will supply the letter to go out for the meeting minutes.). The letter will also contain information regarding how to change the homeowner covenants (80% of voting membership).

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§ The Annual Homeowners' meeting is scheduled for January 22<sup>nd</sup> at 6pm at Myers Park.

§ A map will be posted of the location

- Warees encouraged everyone to bring up issues to discuss or to address with homeowners (presentations); this will be posted on the BFCA website to solicit input.
- Topics suggested during the meeting included:
  - Pond maintenance: someone with expertise/experience come and talk to us about our pond and best way to manage and maintain health. Perhaps someone from the city of Tallahassee or DEP or the county?
  - Office Newhouse from TPD for Neighborhood Watch
  - Invasive pests
  - Invasive plants with samples so we can see what is being referred to
  - Energy audit by Tallahassee utilities – city would love to have more people on gas (with rebates and low interest loans)
  - My Safe Florida Home representative re: FL state program providing free wind inspections (which could lower insurance rates)

§ 2009 Budget & dues (attachments were provided)

- The BOD is finalizing the 2009 budget and expect to be done in the next week
  - Funded all 3 sinking funds at \$3000 each. This money is now in 4yr CDs with \$4099.62 balance. These funds are for emergencies and contingencies.
- For the 2008 year we were on budget within about \$1000
  - Although there was some concern about grounds and maintenance – budgeted \$10,000 and spent \$11,000, everything else was within budget
  - Communications \$675 budgeted and spent
- Homeowner's Fees will remain the same for 2009

§ Storm water runoff & pond levels – the pond has been getting lower and lower due to removal of the drain caps which were replaced incorrectly so water is leaking; the person who removed the caps will be given the opportunity to fix them and install new filter socks at a cost of \$30. If this does not work, the BOD will decide where to go from there. It was noted that the filter socks should be replaces periodically.

§ Insurance – Jill wrote a letter about storm water runoff and the premium we have to pay due our location on the county flood plain. She has requested that FEMA come out and determine if we are still at high risk now that the Orange extension work is completed which included new drainage for this area.

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## Report of the Treasurer:

- § Report from the Treasurer (Vickie Marlatt)
  - Balances at bank:
    - § Main share = \$61.73
    - § Checking = \$267.20
    - § Money market = \$14840.01
    - § 4 CDs (see notes above)
    - § Balance = \$811.
  - It was reported that we were able to get the past due homeowner fees from sale of the house (on Nestlewood). It was asked if there is also interest due? Warees will follow up.

## Report of the ACC:

- § Report from the ACC – Llona was not present
- § Additional color samples were sent for Kim's new house on Silverwood Drive; the ACC is happy with progress; Llona did not know the colors had been previously approved; everything is now moving forward as expected; Kim's house is Hardi plank
- § Received samples from Ute for her new house to be built at 1724 Brookside (next to new 2 story house now under construction); Uta wants to do vinyl siding but Llona and Warees are discussing merits as Llona does not want it to be allowed; she is reviewing new products and options; Terra noted that we need to consider new materials that are environmentally oriented and still retain look of neighborhood. The current covenants do not allow vinyl but we need to consider if this is still reasonable; vinyl requests still need to be on a case by case basis to ensure that material used retains cedar wood look in neighborhood
  - Uta's house is to be a "green house" – Frank (the builder) is meeting with "green building people" to discuss as this will be his first green house and he wants to get it green certified; Terra asked about credentials for who Frank is meeting with – there is no national certification for residential yet; Uta is also doing minimal amount of change to her lot and retaining trees to the extent feasible
  - Frank reviewed what is now available and presented what is planned for the new house; standard planks come in lengths of 12'
  - Terra asked about PVC content due to concerns about fumes in case of fire; Frank will check
- § Brookside Blvd. unauthorized tree removal
  - ACC brought to BOD attention that a tree had been removed prior to ACC approval; the homeowner (Eric Poole) attended the BOD meeting to speak to this issue
    - § Warees provided background: In Aug / Sept, the BOD received information from the homeowner of desire to remove tree from lot due to concerns of limbs falling; the homeowner was informed of the required process for approval of tree removal by Llona; subsequently the homeowner said he wanted to remove it; Stan (arborist) came out and went to evaluate the tree but it was already gone; the homeowner was

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informed that the tree would need to be measured as the required process had not been followed; the tree was 71" in circumference making the penalty over \$10,000 per current covenants

- Eric came to the meeting to present his case; he stated that he has lived in Blairstone Forest for 6 years and loves the neighborhood; he resides at Brookside and Harvest; he also has a 3 yr old son
- In 2004 while he was out of town a tree fell on his property and did \$22,000 of damage; at that time he had an arborist come out who identified the tree in question and indicated that the tree should be removed; Eric got estimates of \$1500 to \$2000 to do the removal; during Hurricane Fay, he got very concerned about the condition of tree and the potential for damage; he stated that he 'flipped out' when Hurricane Gustav was projected to come so he called the tree removal service to come and remove the tree (Don's Tree Service) and completed the paper work thinking he would have time to send it for approval; upon signing of the contract with Don's, he was told it would take 2 weeks to do but Don's came in and removed the top of the tree in 6 days (the bottom of tree is still in place); he did what he felt was needed to protect his family and was shocked when he got the notice of the \$10,000 fine
- Wares asked Eric if he knew that the covenants required prior approval? Eric responded that he did. He was aware as a neighbor had told him it was required. Eric was asked if having house for sale was part of decision? Eric responded that it was not; he had the tree removed due to concerns for his family's safety. Eric stated that you cannot even tell from the road that a tree has been removed.
  - The BOD feels it was an honest mistake; Stan (county arborist and forester) could not tell from what is left if the tree was dead and needed to be removed so that was an issue; Eric had a city arborist come out to evaluate and his opinion was that the tree should be removed. The BOD have struggled with this situation and the right thing to do.
  - The BOD does not want to create a precedent for future infractions based on discretion of each board in place; BOD will discuss and make a final decision which will be communicated to Eric. Eric was asked, if the board considered other alternatives would he be interested? Eric responded that he would.
    - § Eric is an environmental planner and would entertain alternatives that are appropriate
  - This points out a need to decide if the current covenants need to be revised to more clearly reflect what the penalties are and the full intent of the requirements and penalty

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(\$150 per inch of circumference) – need to reconsider costs and penalties

- § There is also a need to have a process in place for escalating emergency situations and hazardous trees. To address that concern, the Grounds committee trying to be more proactive by having Stan come out and evaluate trees to identify hazard trees.

## **Report of the Neighborhood Watch:**

- § Report from the Coordinator (Terra Sherlock)
  - A Car break-in was reported and posted on web site but the homeowner did not want details provided; Terra has contacted Officer Newhouse to find out details
  - Terra wants to have a NW meeting between Thanksgiving and Christmas for all block captains and interested homeowners to discuss neighborhood watch

## **Report of the Grounds Committee:**

- § Report from the Grounds Committee chair (Terry Tenold)
  - The Entrance planters have been repaired – now have improved appearance and structural integrity
    - § Pressure washed signs and damage noted so will need to address replacing next year
    - § During the work it was discovered that the entrance area has a sprinkler system in working order that is programmable; it had been turned off due to a broken head and never repaired; it has now been repaired; just need to figure out how to program it
    - § Terry recommends new plantings in side planters for early spring (cost = couple hundred dollars) – holly fern and lirioppe
  - Terry contacted the lawn service contractor regarding their commitment to do seasonal plantings and they planted flowers today
  - The last walk about with Stan found 6 hazard trees on common ground. Terry has contacted 3 tree companies who made bids on each tree for removal. Terry created a table for review and comparison of bids and sent to Warees yesterday for review and decision. It was noted that we need to vet the potential contractors by contacting the BBB and ensuring that they have required current licenses and insurance.
  - It was noted that a section of the board walk was damaged by fallen tree is now in contact with the ground. Terry will look at part that is on the ground now to see what needs to be done. Also need to consider cutting part of tree that is too close to the walk away.

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## **Other Business:**

- § Neighborhood-wide mailings
  - What did previous board do for these? Warees will to ask Rod if there was a process with mailing list, labels, etc.
- § There is graffiti on the boardwalk that needs to be removed
- § The new No Trespassing signs will be framed and posted

**Meeting was Adjourned:** at 8:43pm

- § The next board meeting is scheduled for December 11, 2008