

Villages of Devonshire
Board of Directors Meeting Minutes
October 12th, 2021

1. **Call to Order:** Robert Mueller called the board meeting to order at 6:30 PM.
 - a. Board Members Present: Robin Chagares, Kathleen Nidasio, Robert Mueller. Leslie Urso and William Alvarez, Jr. and Cory Mallory (new community manager) represented Unique Property Management. Robert Mueller verified there is a quorum for this board meeting.
 - b. Reading and Approval of Unapproved Minutes:
June 30th, 2021 meeting minutes approved. Robert Mueller made a motion to approve June minutes, seconded by Leslie Urso. Unanimously approved.
2. **Manager's Report**
 - a. Delinquent Accounts: William Alvarez, Jr. reported there are no delinquencies. Three homes were sent billing statements reflecting money owed from their coach lights being painted. Monitoring will continue.
 - b. Treasurer's Report: William Alvarez, Jr. reported that as of Sept 30th, 2021, the Association's Operating Account has \$67,433.26, the Reserve Account has \$292,886.70, the assets for the 5 CD's total \$534,245.52. Total current assets are \$894,788.48. Total Reserve = \$827,132.22
 - c. CD updates – board treasurer: Leslie Urso recommended we put the \$100,000.00 in a 1 year CD. Florida Bank has a good rate. There are no new CD's coming due. Leslie Urso made the motion to accept the treasurer's report, seconded by Robert Mueller. Unanimously approved.
3. **Old Business:** Budget meeting postponed because the open board positions need to be filled. The board will soon meet to submit and approve the budget. When it's ready it will be announced.
4. **New Business:**
 - a. Introduce new property manager Cory Mallory.
 - b. Open board positions- VP and Treasurer Position. Letters to the community were sent out advising the community of open positions and requested any interested parties to forward their application & resumes to the property manager. As of now we have one person- Jenny Kerdolff. Robert Mueller made a motion for Jenny Kerdolff to take the position of treasurer. Leslie Urso seconded the motion. Unanimously approved. Jenny Kerdolff was invited to join the board at the front table. Robert Mueller made a motion to have Leslie Urso step into the VP position until she moves in March or until a community member volunteers and is considered for that position. Kathleen Nidasio seconded the motion. Unanimously approved.
 - c. There is a vacant DRB Board position. David Ondina resigned due to work conflicts. Roseann Bouzakis has volunteered to fill that position. Robert Mueller made a motion to select Roseann Bouzakis for the DRB Committee open position. Robin Chagares seconded the motion. Unanimously approved.
 - d. New landscaper discussion/vote. Our current landscaper will terminate services at the end of October. The DRB Committee was asked to

interview landscapers. They developed a community landscaping plan and submitted it to the four landscaping companies. In addition, they walked the community and reviewed the bids that were submitted. Robert Mueller discussed each dollar amount bid. The DRB Committee had a meeting Oct 11th and recommended the board consider Greenview to replace Lebel. The bids were comparative with the services we asked them to provide with a couple of differences. Some companies provided palm tree trimming once a year and others twice a year. Companies differed in the height of tree trimming (trees not to exceed 12, 15 or 20 feet). We were paying Lebel \$4,745.83 a month. Greenview will charge \$4,200 a month (\$545.83 a month savings). Robert Mueller made a motion to hire Greenview as our landscaping service. Aside from the fact that Arbor Greene CDD has been using Greenview for 15 years, they will trim our 150 Queen Palms and 8 Washingtonian Palms twice a year. When we contracted with Dean Jones, we had to pay a tree trimming company \$3,000 for an annual trim (\$250.00 extra a month) of the Palm and Washingtonian Palm trees. By Greenview including Palm Tree trimming twice a year in their monthly charge, they reduce palm tree trimming expense by \$500.00 a month. This results in us paying less than what we were paying, under contract with Dean Jones. Greenview will trim other trees not to exceed 15 feet. Greenview added to their contract that they will trim bushes monthly, or as needed, not for bushes to exceed 4 inches in growth. They will also work with homeowners in individual approved planting projects. Turn around communication with Greenview has been within 24 hours. This is very important and not what we had with Lebel. Robert Mueller made a motion to hire Greenview starting Nov 1st, 2021. Kathleen Nidasio seconded the motion. Unanimously approved. Cory Mallory will send out a community letter restating what has been said with Lebel. Homeowners are not to complain, criticize or threaten the landscaping workers. Any type of complaint will go straight to Cory Mallory. She will notify the DRB chair or Robert Mueller in order to have that issue taken care of. Unique Property will provide follow-up to the homeowner. Robert Mueller asked Charlie to notify Larry from Greenview. They will get their signed contract to Robert Mueller for his signature.

- e. Driveway Cleaning Complaint and who will pay for new driveways. A homeowner wanted to have the issue of driveway cleaning discussed. The concern was that aggregate rock can show after driveway pressure washing over time. The board will continue to ask homeowners to clean their driveways and sidewalks. Homeowners don't have to pressure wash them to get them clean. There are chemicals that can be used and other methods used. Robert Mueller asked Arbor Greene maintenance if they would clean our Miami street gutters along the street edge and the culverts where the water runs into them. They said they will not. Homeowners were asked to include these areas when cleaning, if you have them in front of your homes. The complaint asked if the HOA would pay for new driveways if the pressure washing caused the aggregate to show and the answer is no. It is not in our budget or our covenants. Suggestion was made that future

letters coming from Unique Properties say that the driveway needs to be cleaned (not pressure washed).

- f. Looking to get our roofs cleaned in January or February. Roofs are cleaned every 2 years. Homeowner's will be notified in advance so they can prepare.
- g. Roof replacement- We are having a tremendous amount of roof leak repairs. This year we have spent approx. \$17,000. Over the past 5 years we have spent \$44,200.00 in one year. This money comes out of our roof repair reserve. By the end of the year, we will have approx. \$673,000 in that account. Based on our roof leak history and cost, we will not have enough money to pay for roof replacement in the projected 9 year period. The most recent bid to replace the roofs is one million five hundred thousand dollars. We budgeted a few years ago for a million two hundred thousand. We will look into how will we replace our roofs and do it in the best way possible. Leslie was asked to contact Bank OZK and see if they would offer financing options so we could have the roofs done quicker. The monthly payments were more than what we could afford. That loan payment amount would have to be added to the \$7,350 a month we put away in the roof reserve account so the money will be there for future roof replacements. We will need to reevaluate the monthly HOA assessment fees. It is estimated that if HOA monthly fees go up \$20.00 a month, in 9 years we would have a million seven hundred thousand five hundred dollars. It probably would take care of the roof replacement job but not the roof repairs in the next 9 years. The board will need to examine it.
- h. Devonshire Homeowner Directory – Needs to be updated. Cory Mallory was asked to connect with Mark Urso so that the directory can be updated.
- i. Webmaster- Mark Urso will continue to maintain the website until the end of the year. Volunteers asked for. Jack Pultorak volunteered. Mark Urso will work with him. Mark invited anyone else from the community who is interested.

5. Adjournment: There being no further business, the meeting was adjourned at 7:30PM

6. Next Scheduled Meeting: The next meeting will be a Budget Meeting Monday Nov 8th at 6:30 in the Exercise Room of the Clubhouse.