

**Villages of Devonshire**  
**Board of Directors Meeting Minutes**  
**January 13<sup>th</sup>, 2020**

**1. Call to Order:** Robert Mueller called the Board meeting to order at 6:30 PM.

- a. **Board Members Present:** Robin Chagares, Edward Lewis, Robert Mueller and Kathleen Pultorak, Leslie Urso. William Alvarez, Jr. represented Unique Property Management. Robert Mueller moved to accept Board of Directors quorum, seconded by Edward Lewis. Unanimously approved.
- b. **Reading and Disposal of Unapproved Minutes:** Robert Mueller moved to accept October 7<sup>th</sup>, 2019 meeting minutes, seconded by Edward Lewis. Unanimously approved.

**2. Manager's Report:**

- a. Treasurer's Report: William Alvarez, Jr. reported that as of December 31st 2019, the Association's Operating Account has \$37,465.32, the HOA Reserve Account has \$93,415.01, the assets for the 6 CD's total \$597,528.97. Total current assets are \$728,808.30. Equity Accounts reviewed. It was noted that the Bank Interest Reserve of \$75,433.38 was to be earmarked to go toward the Roof Reserve. *At March's meeting a motion will be made to move the money as stated and then the money can be moved.* Robert Mueller moved to accept the manager's report, seconded by Kathleen Pultorak. Unanimously approved.
- b. Delinquent Accounts: William Alvarez, Jr. reported 1 December delinquency (10223). William Alvarez, Jr. informed four homeowners that they did not pay the correct amount for 2020. Robert Mueller moved to accept the manager's report, seconded by Kathleen Pultorak. Unanimously approved.

**3. City of Tampa Water Conservation Representative:**

Julia Palaschak Work Phone: 813-274-5912

Email: [julia.palaschak@tampagov.net](mailto:julia.palaschak@tampagov.net)

- a. Highlights of discussion:
  - i. Rain sensor device shown. This device must be wired to the control box for irrigation. It is designed to connect to your controller and tell it when there is sufficient moisture available. When rainfall enters the cylinder, the little disk expands and opens the electrical circuit so that the irrigation control can't open the valves in the ground that make the water come out. Recommend setting is 1/8<sup>th</sup> inch. You will not get the full benefit at a 3/4 inch setting. UF Institute of Food & Agricultural Sciences give the water company recommendations for lawns and landscape. It is suggested to periodically rinse the cylinder out, and clearing spider webs. This will help give your rain sensor a longer life span. Another recommendation is after you

hook up the sensor to the control box, assure your system is on. While your system is on, press down the vertical piece that is sticking up and hold it down. The expected result is for your system to shut off. When you release the vertical piece, your system should turn on. These steps tell you that it is attached to your control box properly and your system will be controlled by the rain sensor. Life span- the maker gives a 5-year warranty. The small discs (spindles) may not last that long, as they can dry out quickly. The water company will replace the discs upon request or you can get buy them it on line. There is a limited supply of free soil and moisture sensors. An agreement must be signed that allows the water company to communicate with you re: your results and see where you have installed it.

- ii. Julia performs irrigation evaluations (takes an hour) for customers that have high water use. The homeowner must be present.
- iii. There are micro irrigation systems underneath the mulch. They need to be on a different zone, as it requires different types of watering. Informational Booklets were made available regarding irrigation systems and their maintenance. Robert Mueller has them upon request.
- iv. Suggested each homeowner looks at the little box on the lower left-hand corner of your water bill. That number represents sewer maximum/lawn credit. In January the water company looks at your water use for the past 1-2 years. It finds the 3 lowest months of water use. It takes the highest of those 3 months and sets that number as your sewer maximum/lawn credit for 12 months. If you have a number of 1= the most you pay a month for sewer is \$4.85. There are different irrigation needs in the spring than the summer. The water run times are longer in the summer because of the longer hot days. The rain sensor will assure the system is turned off if there is high moisture. Irrigating based on need will help assure you will have lower water costs and will affect your annual payment for sewer maximum/lawn credit.
- v. Last Sept, the City Council approved a rate hike for the next 20 years. Current water bills reflect an increase of \$4.00. The rate increase will help pay for infrastructure improvements.
- vi. Pay attention to water use restrictions. The water company does not issue warnings, only citations.
- vii. Toilet leaks are the #1 cause of high-water bills. Tabs were made available to check to see if you have leaks. Place 1 tablet in the top of the tank. Walk away without flushing. Come back in 10-15 minutes and observe. If you see blue water in the bowl, your flapper is not sealing the tank.
- viii. The Water Bill- The bill to date is the date the meter was read. The bill due date is the date the payment is due. It will be about the same each month. It will take a couple of weeks from when the meter is read until the bills go. We get billed when we use

100 cubic feet of water (748 gallons). Though the rates are going up, paying \$2.15 cents per 748 gallons is a good price. **Save water, save cash.**

- ix. It was recommended that this information will be shared with our landscaper. All homeowners were again asked to order their rain sensor, if they haven't. If the grass is drying out or the sprinklers aren't seen or heard going on, we need to investigate the cause. A cause could be the GFI outlet in the garage. If there is a storm and it hits that outlet, it can shut it off which affects your irrigation system. Another cause could be the irrigation box or rain sensor. If the GFI outlet needs to be reset (by pressing the red button) you need to go out and look at your controller box to make sure the settings are what they should be. If you don't do that, your sprinklers can go on every day. Edward Lewis or Robert Mueller can assist with evaluating the settings, if you are unsure. Rain sensors and settings should be checked monthly, if you're able.
- x. We have 45 homes that have not provided a rain sensor to Charlie Chagares. He will send Wil Alvarez Jr. a list of names of the people he has not received sensors from. Wil Alvarez Jr. will contact those homeowners and provide them the link and the process they should follow.

#### **4. Committee Reports:**

- a. Committee Reports:
  - i. DRB Committee-
    - ia. Two DRB applications were approved in November- Installation of outdoor security camera (10240) and (10209) Installation of: outdoor security cameras; drip line between walkway & garage; white outside microwave vent.
    - ib. 12 rain sensors have been installed to date. Dean Jones has 17 that are waiting to be installed. There are 45 more sensors yet to be received.
    - ic. Landscape replacement has been put on the back burner due to the holidays, the water problem issues and rain sensors, that took precedence. Charlie Chagares was asked to refer homeowners complaining of high-water bills to Julia Palaschak. Dean Jones was emailed the needs of the community. He will be advised that the Board and DRB request a landscaping timetable. Plantings need to be planted before the weather gets hot.

#### **5. Old Business:**

- a. Gate Access Security- Arbor Greene just installed a new entry box before the Devonshire Gates. Robert Mueller requested that everyone ask their visitors to use that box instead of giving them your entry code. If you don't have a home phone, your cell phone will be used.

One new homeowner was told it had to be an 813-area code. *Edward Lewis will check with Jason von Merveldt and verify.*

**6. New Business:**

- a. Sidewalks have been marked where the CDD will either remove a tree or shave down the sidewalk.
- b. Board Vacant Positions- *There will be 3 board vacant positions in March. Interested home owner(s) should email their biography to Wil Alvarez Jr. Voting will be done by email or proxy.*
- c. Next Scheduled Meeting- Tuesday March 31<sup>st</sup> at 6:30 in the Gathering Room.

- 7. Adjournment:** There being no further business, the meeting was adjourned at 7:45 PM.