

**BOARD MEETING MINUTES**  
**Thursday, May 16, 2024, 6:30PM**  
**Virtual via Go To Meeting**

**Directors in Attendance (established a quorum)**

Mark Bowes                      President  
Glen Lockwood                Vice President  
Clifford Reiss                   Treasurer

Jen Robertson                Excelsior Community Management

**Call to Order**

Mark called the meeting to order at 6:28pm

**Confirmation of Proper Meeting Notice**

Cliff confirmed meeting notice and note on agenda was posted on the community bulletin board more than 48 hours in advance in accordance with Florida Statute.

**Minutes**

Cliff motioned to approve the February 22, 2024, Meeting Minutes. Glen 2<sup>nd</sup>, vote was all in favor.

**Financials**

- The current Balance Sheet was reviewed.
- Trend report – Cliff noted normal expenses for the first four months of 2024. Future Year expense estimate is 1.4% greater than projected income assuming no legal expense but certain general maintenance expense – some of which are optional (tree trimming, pressure washing).

**Business**

- HOA Update – see attached
- 2024 Delinquencies – All owners have paid the 2024 assessment.
- Glen motioned to adopt a rule on agenda postings for the Board meetings to comply with FS 720.030 (2)(c)1: Meeting notices and agendas will be posted on the community website 48 hours in advance of each regularly scheduled meeting. A meeting notice will be posted on the community bulletin board, such notice will advise members that the agenda can be viewed on the community website. Cliff 2<sup>nd</sup>, vote was all in favor.
- ACC Guidelines – Tree Trimming and removal – The board agreed to add additional language to the ACC guidelines to reference Hillsborough County Tree Ordinances.
- East Side Landscape – See HOA update
- Irrigation Remediation - See HOA update
- Jen noted the workers comp policy renewed on April 1, 2024 for \$509.

**ACC Request**

8934 ACC – Generator – Approved  
8934 ACC – Paint – pending clarification on paint scheme

**Resident Open Forum** – Parking Enforcement, Items in the backyard

**Next Scheduled Meeting Date**

Thursday, August 22nd at 6:30pm (Virtually)

**Adjourn**

With no further business to discuss, the meeting was motioned to adjourned at 7:11 pm by Glen. 2<sup>nd</sup> by Cliff.

**HOA Update**

- **Meeting Notice and Agenda** - posted > 14 days in advance of the meeting as required for a vote on a Rule change.
- **2023 IRS 1120-H Homeowners Association Tax Return** - prepared and filed by the Treasurer. Association saved a \$600 tax return preparation cost.
- **Trash pickup** – almost daily along McMullen Loop and in the community. Bottles, cans, fast food containers, Styrofoam, paper, plastic, cigarette butts, dog waste and more...;
- **Spanish Moss** – 2 Board members removed large amounts of Spanish moss from the 8 Magnolia Trees along McMullen Loop. Saved the community \$400 (landscape company estimate);
- **Entrance Light Fixture** – cleaned center light fixture glass, tightened tabs holding the glass, and did a semi-permanent repair of the loose light bulb base (base rusted away);
- **Leaf Removal in Common Area** – a line of leaves on the South end of the common area grass – possibly left by a landscaper - was raked into the street to avoid turf damage. To comply with HOA requirements that leaves be removed from the street the leaves were bagged for yard waste pickup.
- **Irrigation Controller Replacement** – price of \$200 quoted if done by irrigation company. Controller cost \$98 + tax. Deferred as controller still useable.
- **Neighborhood Facebook Group** – reviewed and removed group members who no longer live in the community. Blocked more a dozen requests to join the group from non-residents.
- **Leaf Cleanup** – lawn service for 8901 / 8952 blew leaves toward common area that had just been cleaned up. Advised worker that this was unacceptable; the workers removed the leaves.
- **Assessment Past Due Notices** – mailed/delivered on March 8 to 2 owners with past due assessments. The notices advised collection action could be initiated in April if the annual assessment remained unpaid and suggested the owner contact the Management



Company for assistance. Offered as an alternative they could hand deliver a check for payment to the Treasurer.

- **Irrigation Timer** – reset for Daylight Savings Time.
- **Ant Mounds** – sprayed a dozen ant mounds in and around the common area.
- **Storm Sewer Plant Growth (by 8805)** – weed killer was sprayed to kill plant growth in the storm sewer.
- **Missing Plant** – replaced a plant that disappeared from the South side of center island with an “Upright Blue Lobella”. Plant watered as needed in addition to regular Friday irrigation watering.
- **Broken Bottle** – broken glass bottle on East sidewalk. Glass cleaned up.
- **Weeds in Fence** – sprayed East and West fence weeds on the bottom rail.
- **Irrigation Rings – Zone 4 (West Grass)** – placed 9 rings around irrigation rotors. Many of the rotors in this zone will need replacement and/or straightening at some point as they are starting to leak and are no longer standing vertically.
- **Realtor Letter** – sent to realtor with the new For Sale listing of 8803.
- **Florida Statue FS720.303(2)(C)(1)** – drafted a Rule and submitted same to the Management Company to adopt a Rule to comply with FS720.303(2)(C)(1);
- **ACC Guidelines** – update drafted to clarify process for tree trimming and removal consistent with Hillsborough County guidelines. Board Vote required to accept changes?

#### FUTURE MAINTENANCE ITEMS (for discussion)

- **Tree Trimming** – tree over entrance streetlight
- **Tree trim** – North end of common area
  - **Will ask ECM to trim both trees for \$350**
- **Landscape Border** – West entrance area by road to prevent erosion
- **Irrigation rotor adjustment/replacement** – West sidewalk (zone 3)
- **Pressure Wash** – sidewalks, fences
- **Additional plantings** – East beds
- **Condition of Grass** – West of the entrance.