



## Meeting of Board of Directors Maplewood Master Association

**Date:** Thursday, September 21<sup>st</sup>, 2023  
**Time:** 7:00 PM  
**Location:** Community Pool

### MINUTES

- I. Call to Order & Proof of Notice
- II. Approval of Minutes of Last Meeting
  - a. 5.18.23 Minutes
  - b. Tina motion to approve minutes, Bob 2<sup>nd</sup>
  - c. Minutes approved unanimously (5,0)
- III. Officers Report
  - a. Presidents Report
    - 1. Compliance Committee Update
      - 1. Marie provided an update on status of the past year+.54 hearings, 28 fined, all but two have paid the fines. Noted the overall success of this program to help maintain the community.
    - 2. Pool area furniture
      - 1. Chairs in pool lounge area are coming apart, Marie would like to use the money received from fines to pay for new chairs/patio furniture. Lightweight, stackable furniture so that it can be stored easily in the event of a storm. Tables are possibly on the menu, pricing is currently very high for tables.
      - 2. 8-10 chairs for lounging, 10-15 chairs to use for meetings/events.
      - 3. Robin motion to approve buying chairs.
        - a. Tina 2<sup>nd</sup>
        - b. Plan to move forward with purchasing of chairs approved unanimously (5,0)
    - 3. Applications for leases/sales fee
      - 1. The current fee is \$100, since 2001.
      - 2. Robin motion to approve increasing fee to \$250
        - a. Bob 2<sup>nd</sup>
        - b. Application fee increase unanimously approved (5,0)
- IV. Management Report
  - a. Update on delinquencies
    - 1. At the prior meeting, it was noted that there was one homeowner who was not paying and accruing interest and late fees. That homeowner has now started paying. Great news.
  - b. Treasurer Report

1. The community remains on budget and with enough money to cover some projects to finish the year out. Great news.

V. Old Business

a. Stanhope Entrance Project

1. Stanhope entrance has been completed and Minions has started maintaining it. Great news.

b. Cable Contract Update

1. Upgraded services will begin on 12/15/23. It was offered to start 7/1/23 but the board decided to hold off so that dues would not have to increase in the middle of the year. This allows a clean billing cycle to begin at the beginning of 2024.
2. Construction for fiber installation to begin in January/February 2024. Construction will not hold back upgraded services, it will just be converted to fiber once construction completed.
3. Comcast will be sending out flyers to the community on instructions on how to convert to upgraded services, approximately two weeks before implementation.

c. Upcoming FY23 Projects

1. Last year, the board voted to move forward with A Plus Tree Service to begin removing and replacing Oak trees along the easement behind the East/Northeast villas. They provided a quote with the same pricing structure as last year. Completing the last 7 trees will complete this project and take it off the FY24 budget.
  1. Debbie motion to approve continuation of removals with A Plus
    - a. Bob 2<sup>nd</sup>
    - b. A Plus selected unanimously (5,0)
2. Annual tree trimming maintenance is required, as well. Three quotes were obtained from three different vendors. A Plus offered a great discounted price, in conjunction with their removals proposal.
  1. Robin motioned approve A plus for trimming.
    - a. Tina 2<sup>nd</sup>
    - b. A Plus selected unanimously (5,0)

VI. New Business

a. Preserve Project & Potential Special Assessment

1. The preserve project was discussed, historical context was referenced, and it was mentioned that in order to complete this project properly and save on long-term costs, the community should pay for the preserve to be cleaned up all at once, and then move forward with an annual maintenance program.
2. After years of discussions with the state, county, and multiple vendors, the plan of cutting down and stump grinding all exotics/vegetation is the best operational approach. Equipment will be used outside of drip lines of pine trees, trees cut down will be mulched onsite, and a maintenance program will be approved when the time comes.
3. It was mentioned that a special assessment would be required, in order to pay for this work.
4. Three proposals were reviewed and discussed.

1. Tina motion to approve trees n stumps as the vendor of choice, pending an approved special assessment.
    - a. Robin 2<sup>nd</sup>
    - b. Motion approved unanimously (5,0)
  2. Debbie motioned to approve Robin and Marie to oversee the project as board representatives
    - a. Tina 2<sup>nd</sup>
    - b. Motion approved unanimously (5,0)
  - b. FY24 Budget Discussion
    1. It was mentioned that, after two years of the dues not being increased, the time has come to do so. Reasons mentioned:
      1. The association cannot afford to budget an approximate \$25,000 loss any longer. That needs to be covered in the budget/dues.
      2. Legal fees are going to have to take a big jump, in order to pay for the documents to be re-written. The community is at the 30 year mark and is required to update them. We also have seen a big jump in legal fees this past year, and that should be accounted for properly moving forward.
      3. The community is past due for a financial review and due for a reserve study.
      4. If an assessment is approved, the preserve will need to be maintained properly on an annual basis.
      5. The new bulk services contract from Comcast is a big jump in the association costs, although as previously stated in multiple past meetings, the new bulk agreement will cut down on the money coming out of homeowners pockets, overall.
      6. In anticipation of the reserve study next year, there is an increase in funds dedicated to the reserve fund.
      7. Insurance costs are projected to double, although this is the last piece remaining on the budget as we await renewal costs from the community's insurance broker.
      8. The number for next year's dues will be dictated by the insurance costs and the final budget will be sent out to the community with the 2<sup>nd</sup> annual meeting notice in October
  - c. Annual meeting
    1. Previous years have had the annual meeting take place in December, this year will be November 30<sup>th</sup>, 2023 at 7pm, and will be located at the community pool to help encourage increase attendance.
    2. First annual notices will be sent out before the end of September and in compliance with Florida Statutes.
    3. James will look into reserving government center to have a back-up for inclement weather.
- VII. Homeowner Questions and Comments
- a. Questions about preserve and assessment were addressed as previously mentioned earlier in the meeting
    1. In need of a 3<sup>rd</sup> member of the ARC committee – waiting for volunteers
      1. Rob Russo volunteered.

- b. It was recommended for homeowners to double check Sherwin Williams on paint colors and to get the samples to ensure the colors match what is on the website.
- c. It was mentioned that older rules were changed without people being informed – specifically that homeowners allow friends to stay at their home when they're not there. It was discussed that no changes were made without board approval and notice to the community. The board tabled discussions on revisions to rules and regulations.
- d. It was mentioned that rules have changed over recent years with fishing on the ponds and that there are inconsistencies in the docs/rules. This highlights the need to have them re-written, as previously stated will be done.
- e. It was suggested that all homeowners provide phone numbers to ADG4. James to confirm missing numbers and will obtain them.
- f. Another mention about fishing – it should be allowed in the community as long as the homeowners are OK with it happening on their property. This discussion was tabled.
- g. It was requested to start looking into improvements for the playground area. This was well-received and will be tabled until the community gets through the slew of projects on the horizon.

VIII. Adjournment

- a. Robin motion to adjourn at 8:17pm
  - 1. Debbie 2<sup>nd</sup>
  - 2. Meeting adjourned at 8:17pm

By order of the Board of Directors Maplewood Homeowners Association  
James W. Frazitta  
LCAM, Property Manager