

**SILVER CREEK OF CLAY COUNTY HOMEOWNERS ASSOCIATION, INC.**  
**Board of Directors Meeting**  
**July 8, 2021**  
**Green Cove Springs Police Department**

Present: Tim Crutchfield, David Land, Dennis Daughtry, Amy Wyatt, Ben Budzicki, and Debbie Schirbock were present; Gina Cabral represented The CAM Team.

The meeting was called to order at 6:30 p.m. by President, David Land. Notice of the meeting was posted on the front entrance sign and on the website in advance of the meeting.

A motion was made by Tim Crutchfield to waive the reading and to approve the minutes of the March 5, 2020 meeting Dennis Daughtry seconded. None opposed. Dennis Daughtry signed the minutes.

**Committee Reports:**

Architectural Review Committee:

Reports were provided to the Board. There are currently three (3) outstanding requests.

Events Committee:

Dennis Daughtry reported that there are plans for a back-to-school party. There is no date set yet, but it will be planned for end of August or beginning of September.

Pool Committee:

Management will request new bids to install additional electrical at the amenity center.

The recent vandalism to the amenity center was turned over to the Clay County Sheriff's Office. The suspect was identified, and the State's Attorney office is moving forward with the case.

The Board requested that six new umbrellas are to be ordered for the pool.

Landscape, Ponds and Preserve Committee:

Management will request new bids to repair pond 4 as the previous quotes obtained prior to Covid are now out of date.

There have been several complaints about the landscaping company not completely mowing the ponds and the common areas. Management spoke with Trimac on 7.8.2021 and was told that between the weather and the holiday, the company is currently two days behind schedule but they do not have two days to make it all up. On Friday, Trimac will be on property to mow and will continue until everything is caught up.

It was mentioned that they are not picking up trash and are just mowing over it.

The Board has requested that the contract for Landscaping is sent out to bid. Management will type up a Scope of Work to send to the companies bidding the project.

The Board would also like to obtain proposals to pressure wash the fence again and the pool deck.

## **Management Report:**

The June Financials were provided to the Board in advance of the meeting.

Balances as of June 30, 2020:

Operating Account:	\$223,844.22
Reserves Account:	<u>\$177,855.30</u>
Total:	\$401,699.52

There have been five (5) new homeowners since the last meeting.

A collection report was presented to the Board for Review. No requested attorney actions for this month.

On July 1, 2021, Florida Statutes changed in regard to certain collection policies for HOAs and Condos. A Notice of Late Assessment must be sent prior to being sent a Notice of Intent to Lien. There is specific language and information that must be used in the new notice, and it must allow a past due owner 30 days to pay their balance prior to being sent a Notice of Intent to Lien or sent to a Collection Attorney.

Due to the strict requirements of this new legislation, the collection process is more time consuming and work intense. The collection fee for the 30-day NLA will be \$50 effective immediately. This will replace the current Final Warning Letter step that normally takes place.

David Land made a motion to approve the Collection Policy with the change that the Silver Creek of Clay County Board of Directors acknowledges that they understand and agree to the Collection Policy as described. The Collection Policy is subject to annual review by the Silver Creek of Clay County Board of Directors to ensure that it complies with Florida Statute. Tim Crutchfield seconded. All approved.

David Land made a motion to send out fifty-seven (57) first warning notices, Dennis Daughtry seconded. All approved.

A violation report was presented to the Board for Review.

There are currently 269 open violations, 207 are landscape related and 19 are trash can related. In May of 2021, there were 20 properties that were sent to attorney Ted Brown for covenant enforcement. There are currently six (6) properties that management would like to move forward with a mediation demand. Dennis Daughtry made a motion to approve the actions, Tim Crutchfield seconded. All approved.

## **Old Business**

Tree Trimming quotes were received after each company was provided a request for proposal. The quotes ranged from \$5,000 to \$23,995. The Board requested additional time to review with any additional questions that they may have. This will be tabled until the next meeting.

## **New Business**

David Land would like to conduct a traffic study in the neighborhood so that speed limits can be enforced. He asked that Gina reach out to Board of County Commissioners Dr. Kristen Burke to speak about going about this process.

The adding of street lights is ongoing and updates will be provided at the next board meeting.

The park has damaged areas that the Association needs to repair. Management reached out to several contractors and there are some that do not want to accept the liability to repair a playground.

David Land made a motion to allow Willis Contractors to repair the damaged areas to the park, Tim Crutchfield seconded. All approved.

Management will contact local companies to provide a proposal on replacing the current park structure while keeping the current shade structure.

**Homeowners Forum:**

Several homeowners were in attendance.

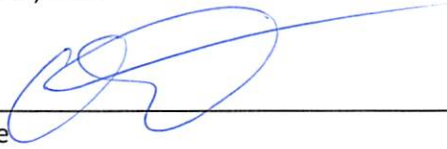
A resident asked if they were required to submit an ARC for adding a shade sail in their backyard, the Board stated that it would not require an ARC.

The next Board Meeting will be held on Thursday, August 5, 2021 at 6:30 p.m. at the Green Cove Springs Police Department Community Room.

All business being completed, Tim Crutchfield made a motion to adjourn the meeting. Dennis Daughtry seconded. None opposed. The meeting was adjourned at 8:22 p.m.

Respectfully Submitted,

Gina Cabral, CAM

  
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Signature

  
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Date