

Emerald Preserve *Sumerlin*

BOARD OF DIRECTORS MEETING

Thursday, October 24, 2024 @ 6:30PM

Sumerlin Amenity Center – 13018 Shallowater Road, Jacksonville, Florida 32258

Board Members Present:

Kristopher Davis – President

Andrea Hill - Vice President

David Seto – Treasurer

Tracy Thomas – Secretary

Others Present:

Corey Clapper, LCAM

Therese Huff, LCAM

MINUTES

- 1) **Call Meeting To Order** -The meeting was called to order by Kristopher Davis at 6:34pm.
- 2) **Establish Quorum**- A quorum was established in the presence of Kristopher Davis, Andrea Hill, Tracy Thomas and David Seto. Representing Associa, CMC Jacksonville, Corey Clapper, Community Association Manager and Therese Huff, Community Association Manage
- 3) **President will request Homeowner Comments prior to Agenda Items**
- 4) **Appointment of Board Members**- A motion was made by K.Davis to appoint David Israel to the board. D.Seto seconded the motion. Motion carried unanimously.
- 5) **Approval of Minutes**-
 - a) September 26, 2024 Board Meeting Minutes – A motion was made by A.Hill to approve the minutes with corrections. K. Davis seconded the motion. Motion carried unanimously.
- 6) **Board of Director Reports**
 - a) **President, Kristopher Davis**
 - 1) Construction Project Update – First Floor Roof Replacement/Building Repairs- K.Davis advised the community that the project has now started.
 - 2) Lake Management-Solitude Update -K. Davis advised the community that Solitude Lake Management started on the property within the week of October 21, 2024
 - b) **Vice President, Andrea Hill**
 - 1) Landscape Maintenance- A. Hill advised the community on the new landscaping vender, CSS starting on the property within the week of October 21, 2024. CSS team was present, and gave an overview of services and answered any homeowner questions.
 - (1) Fall Yard Sale- A.Hall advised the community garage sale date is November 2, 2024.
 - (2) Food Truck Night- A.Hall advised that social event is scheduled for 2nd Thursday of month.
 - c) **Secretary, Tracy Thomas- No Update Given**
 - d) **Treasurer, David Seto**
 - 1) Financial Report Review- C. Clapper gave an overview on the Financial Review for September
 - 2) Update - IQ Fiber- D.Seto advised IQ Fiber project on hold while until permits are approved for Old St. Augustine Road. Items still pending repair from IQ Fiber.
- 7) **Manager's Report**-
 - a) **Financial Updates** - C. Clapper gave overview of Financials
 - b) **Violations-None**
 - c) **Managers Report/Action List**
 - d) **Association Delinquency Review**
 - 1) Collection Status Report – C. Clapper advised the board on the option of using Associa's system to send out Notice of Late Assessments to be able to track the process more accordingly. A motion was made by K. Davis to use Associa's process in sending out Notice of Late Assessments. Motion carried.

8) Committee Reports

- a) Architectural Review Board
 - 1) *Committee Assignments:*
 - (1) Landscape Guidelines (Coordinated with Landscape Committee)- Item Tabled.
- b) Appeals Committee – Item Tabled
- c) Landscape Committee - Pam Meade, Committee Chair
 - 1) *Committee Assignments:*
 - (1) Landscape Charter- Tabled.
 - (2) Landscape Guidelines (Coordinated with ARB Committee)-Tabled.

9) Old Business

- a) **Board Project Priority List** – K. Davis confirmed this list is completed. Planning to create a new Goal List for 2025
- b) **Waste Management, Recycling Program**- A. Hill proposes meeting with Waste Management to negotiate cost and contract. Management to set future meeting.
- c) **Landscaped Considerations**
 - 1) Irrigation
 - 1) Summerlin Irrigation Zones 3& 6. Item Tabled
 - 2) Landscape Repairs -IQ Fiber Turf Damage – Management is coordinating with IQ Fiber for repairs
- d) **General Repairs & Maintenance**
 - 1) Repairs to Treadmill – Management to get repair bids
 - 2) Office Walkway Lighting – Management to get bids for additional lighting
- e) **General Administrative**
 - 1) Legal Counsel – A motion was made by K. Davis to use Cobb & Gonzalez. Motion carried.
 - 2) Parking Enforcement Procedure – Management to send engagement letter to clarify parking rules.
 - 3) Committee Appointments:
 - (1) Nominating Committee- K. Davis advised the community for the need to have a nominating committee.
 - (2) Amenities Committee – K. Davis advised the community on the need for an amenities committee. A motion was made by K. Davis to appoint James Harrol for the amenities committee. Motion fails.

10) New Business

- a) **Financial Considerations**
 - 1) Investment Options for Reserve Funds – C. Clapper advised board of investment options. Item Tabled.
 - 2) Reserve Study Adoption
- b) **2025 Budget**
 - 1) 2025 Budget Adoption – Item Tabled for next meeting
 - 2) Collection Policy – Item Tabled
 - 3) 2024 Tax and Audit Proposal – Item Tabled
 - 4) Board Budget Acknowledgement Form – Item Tabled

11) Board Meeting Overview –A motion was made by David Seto to re-vote on the June 20th unanimous motion, to enter into an agreement with City/JSO, giving them full authority to enforce all traffic laws in the community. Tracy Thomas seconded the motion, motion carried via unanimous vote.

12) Next BOD Meeting Date: November 14, 2024, Budget Meeting

13) Adjournment – K. Davis motions to adjourn the meeting at 8:40pm