

Marston Shores Homeowners Association
Minutes
April 19, 2017

The monthly meeting of the Marston Shores Homeowners' Association meeting was held on April 19, 2017. Board members present were Tom Guetz, Vern Bullard, Jane Oberg, Michele Salisbury, and Sherry Benner. Brian Reid represented Management & Maintenance, Inc. Deb Bullard was in attendance.

Tom Guetz called the meeting to order.

February minutes were reviewed and approved as presented. Bullard motioned, Benner seconded; vote was unanimous.

ACC requests – None at this time.

Decks – John Phillips is coming back into town on Friday, May 5, 2017. They will start one of the decks shortly after his arrival. There are four decks scheduled for replacement this year.

Maintenance Issues –

- The roof leak at #34 is completed. Vern discovered an additional gutter issue that he addressed himself.
- There has been enough moisture on the flat roof at #41 to be confident the repair is done. Brian will contact several contractors to get bids for the interior repairs.
- Brian will inspect driveways and get bids for crack fill in the joints.
- Gutter leak reported at #42. TNT Construction will repair.
- The Board did not authorize the repairs to the side deck at #22, but the owner was told the work had been approved. Vern will talk with John Phillips and see what his recollection of the circumstances are surrounding the event.
- The lock at the cul-de-sac at Miralago has not been installed. Brian contacted the maintenance man again from Miralago, and he assured Brian it would be installed on Friday.

Landscaping issues –

- KC Services will be out tomorrow to do the first mowing, and continue to do the spring cleanup on the common area.
- Brian provided drafts of letters to numerous owners asking them to let Brian know if they want KC to address the weeds in the landscaping bed behind their unit, or if they will do the weeding. KC can spray if the area is open; he will have to pull by hand if there are shrubs or flowers in the area as well. Some owners may prefer to do the work themselves.
- KC will be turning on the sprinklers and installing the rain sensors.
- The owner at #21 asked about some landscaping issues. Brian will review the home this evening after the meeting and send pictures to the Board. The rock work would be done at the owners' expense. The planter box would be planted at the owners' expenses.

- The tree in the bed between #21 and #22 needs trimming. The owner at #22 has agreed to maintain the berm bed between the two units at this time. Brian will do a work order for the trimming of the tree by KC Services.
- The hedge between #33 and #34 needs attention.
- The Board decided they would do a landscaping walk on April 28, 2017 at 9:30 a.m. and review the landscaping and determine what areas can be a focus of shrub installation or repairs for 2017.
- The Board asked Brian to send out the color maps showing which berms are individually maintained and which ones are maintained by the HOA.
- The Board asked Brian to send a letter to the owners at #16 asking their intentions to maintain the berm in front of their home.

The financial statements were reviewed. The HOA ended March with \$73,661.06 in cash. The Association is under budget through March 2017 by \$1,968.63 in the operating funds. Two roof repairs have been paid out of the reserves (one that was from 2016) and one more will be paid shortly.

One owner with a minimal delinquency paid it off and signed up for ACH. Another owner that got late fees due to a series of returned payments has requested a hearing from the HOA Board, protesting her late fees and interest. She is currently experiencing health issues, and cannot attend the meeting. Once a hearing can be set up, the Board will review the case. The owner with the significant delinquency has not responded to the letters from Brian to set up a payment plan, or to clean up their back patio.

The maintenance and insurance chart was reviewed and finalized. The Board and the attorney are in agreement now on all parts of the chart. Elina Gilbert will finalize the chart with the proper introduction to start getting the necessary signatures.

The Board decided to keep the meeting on the third Wednesday at 3:00 p.m. for now.

There being no further business, the meeting was adjourned.

Respectfully submitted
Brian Reid
Managing Agent