

**AMELIA PARK NEIGHBORHOOD ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
February 20, 2017**

A Board of Directors Meeting of the Amelia Park Neighborhood Association, Inc. (APNA) was held this day in The Social Hall, Holy Trinity Anglican Church, 1830 Lake Park Drive, Fernandina Beach, Florida.

BOARD MEMBERS PRESENT

Ron Rasmussen, President
David Britt, Vice President
Paul Guyette, Treasurer
Jack Stumpff, Secretary
Jim Higginbotham, Director

AMELIA ISLAND MANAGEMENT

Nick Lambiase, Jr., - Director
Leilani Whitley, Administrative Assistant

BOARD MEMBERS ABSENT

Hope Cannon, Director
Mary Jane Martinez, Director

OWNERS PRESENT

On file at Amelia Island Management

OPEN FORUM FOR RESIDENT Q&A

A present homeowner voiced their concern over letters they have been receiving from the management company regarding garbage cans. President Rasmussen read the documents which state that garbage cans must be inside or alongside the garages except for a scheduled garbage day. The homeowner responded by stating that the rule seems impractical and would impose a severe hardship on owners those homeowners who have multiple renters and utilize their garages for their vehicles and storage. The owner asked that the Board consider revising this rule to better suit the needs of owners such as this. The Board will take the owners suggestion into consideration.

CALL TO ORDER / ROLL CALL

Notice of the Board of Directors Meeting was posted on property on February 17, 2017, and emailed to the Board and Membership, which is in accordance with the Documents of the Association. There were five (5) Board members present in person, which represented a quorum. President Rasmussen called the meeting to order at 4:00 p.m., and called the roll of the Board members.

APPROVAL OF MINUTES – JACK STUMPPFF, SECRETARY

David Britt moved to approve the minutes from the January 16, 2017 Board of Director's meeting; Jim Higginbotham seconded and the motion passed unanimously.

David Britt moved to approve the minutes from the January 23, 2017 Board of Director's, Organizational meeting; Jim Higginbotham seconded and the motion passed unanimously.

BUDGET AND FINANCE – PAUL GUYETTE, TREASURER

January Treasurer's financial report

Paul Guyette gave the financial report (attached).

Review of AIM's January 2017 Financial Report

President Rasmussen gave the January Financial Report, prepared by AIM, (attached).

Discuss Interest in Reviewing Capital Contributions

Paul Guyette briefly discussed the possible change in capital contributions, specifically for the resale of homes. The Board did not discuss further at this time, however, will in future meetings.

Provide Current/Upcoming Contract Activities

The Following contracts are up for renewal or under discussion for renewal:

1. Lake Doctors contract will be up for renewal, so far the Board has been pleased with their work on the Lakes, therefore will most likely renew.
2. The premiums on the insurance policy was reviewed and approved. The premium for the Association's policy went down, slightly.
3. Lighting Contract with FPU will be up for review this year. No further discussion on this topic.

CAM REPORT - PETER MALLORY, ASSOCIATION MANAGER

Monthly CAM Report

Peter Mallory submitted a report to the Association, (attached).

Other

The Board discussed a few of the violations that have been issued to owners in the Association. Peter was not in attendance therefore the Board will discuss them with him at a later time.

COMMITTEE REPORTS

ARB Report - Rusty Footlik, Chair

Rusty Footlik gave the ARB report (attached).

PARB – Rusty Footlik, acting (chair vacant)

Rusty Footlik gave the PARB report (attached).

Outreach – Mary Jane Martinez, Chair, Director; TBD

No report submitted or discussed.

Safety & Traffic – Chairperson – Position Open

Discussion on Safety and Traffic will occur later on in the meeting.

GREEN SPACE/LANDSCAPE – HOPE CANNON, CHAIR, DIRECTOR

Landscape Improvements Spring 2017 – Beverly Combs

Beverly Combs reported that the landscape committee continues to work on common areas that need to be upgraded with landscape. A landscape plan has been created for an area on School Street. Another for between Carnation and Gardenia and the last area is the McArthur mail kiosk. Next Beverly discussed 15th St and Park Ave., which has an irrigation plan created by the Committee. Last, Beverly reported that the Association needed 4th tree trimming which would exceed the original budgeted amount of only three trimmings. After some discussion, the Board agreed to all 3 requests.

Paul Guyette moved to approve the proposals submitted by the Landscape Committee; Jim Higginbotham seconded and the motion passed unanimously.

The following is summary of the amounts and the budget accounts for the items requested:

- 1) The budget in account #5605 in the amount of \$2250 was designated for three tree trimming events at a cost of \$750 per event. It was determined that a fourth trim event was required at an additional cost of \$750. The request was made and the expenditure approved. The \$750 cost overage to the #5605 budget is to be applied to account #6010 under Common Area Landscape Improvements. The balance in this account is now zero (\$0.00).

2) The budget in account #5650 in the amount of \$3600 was designated for various Landscape Committee projects. At the last BOD the committee submitted a request against this budgeted account in the amount of \$3175. The request was made and approved. That leaves an amount of \$425 remaining in this account.

3) The budget in account #6010 in the amount of \$20,000 was designated for Common Area Landscape Improvements. A request was made in the amount of \$3100 to irrigate and landscape the 15th St. island. The request was approved. The balance in this account (\$20,000 - \$3100 - \$750 (tree trim overage)) is \$16,150.

Street Tree Trimming Completed – Request for Additional Half Day on 2-25 @ \$750.00

Because this is a regular planned maintenance item, there is no approval needed.

Irrigation System Discussion

President Rasmussen stated that the irrigation system, for the Association, needs to be mapped. The rest of the Board agreed and will contact Johnny Page to assist with the mapping.

The irrigation system is also in need of a new pump and some irrigation work in order to draw more water to common areas. Jim Higginbotham submitted a proposal from Johnny Page to do the work.

President Rasmussen would like to see an irrigation map before the irrigation work. This item will continue to be discussed in future Board members until resolved.

HARDSCAPE- JIM HIGGINBOTHAM, DIRECTOR

Status: Repairs to Alleyways; City Repairs to Driveway Entrances

Jim Higginbotham has submitted a document and a map for concrete work needed in the Association. All areas are in alleyways. Jack Stumpff and David Britt will walk with Jim to look at the areas that need work. This item will be discussed at future Board meetings until resolved.

Sidewalk Condition

President Rasmussen stated that there are areas of sidewalk around the park where the sidewalk is popping up. Jim reported that the area is being taken care of and repaired.

OLD BUSINESS

Status of Quit Claim Deeds for Private Lanes and Walkway Easements

President Rasmussen stated that the quit claim deed is in the hands of the Association's Attorney, Teresa Prince, however has not been filed with the city until the "garden pathway" has been repaired. A quote has been obtained and shared with Wood Development. Wood Development has agreed to pay 50% of the work, up to \$1000.

David moved to approve the on the garden pathway, not to exceed \$2000, which will have the Association no more than \$1000 and Wood Development no more than \$1000; Jim Higginbotham seconded and the motion passed unanimously.

Other

The Holiday and Annual Board meetings will be as follows:

November – 13th BOD

December – 11th BOD

January – 15th BOD

January 22 – Annual

NEW BUSINESS

Traffic, Safety and Signage – Phase II

During the Annual meeting, a homeowner voiced their concern over parking and traffic in the Association. Because of this concern, President Rasmussen feels that the Board and Association should revisit this item to come to a resolution by reestablishing the Committee that was in charge of traffic, safety and signage.

Jack Stumpff stated that the survey that was previously done by the previous Board is now on the website. George, who previously did the survey, was present at the meeting and will work with the Board on conducting another survey on this issue.

The present Board and membership discussed different traffic, safety and signage concerns throughout the Association.

Noise Concern from “Local” Lounge & Bar

President Rasmussen stated that he’s called the County Manager, City Manager and County Commissioner to discuss the issue. The establishment is in the County, which does not have a noise ordinance.

A present homeowner stated that he has written a letter to the owners of the establishments and spoke with the operations manager who apologized to the homeowner. The operations manager stated that the establishment will be building an inside venue, which they fill will eliminate the outdoor noise. The new venue is scheduled to ppen in April. The Board feels that they should hold off on any actions on behalf of the Association until the inside venue is complete.

Several more homeowners voiced their concerns and all stated that they are willing to be patient until the establishment builds the venue, however, should the noise continue, they would like the Association to take a stance.

NEXT MEETING

The next regular Board meeting is Monday, March 20, 2017 at 4:00 p.m.

ADJOURNMENT

Jack moved to adjourn the meeting; David seconded and the motion passed unanimously. The meeting adjourned at 5:29 p.m.

Respectfully Submitted,

Jack Stumpff

Jack Stumpff, Secretary
JD/lm

Attachments: Paul Guyette’s Finance Report
AIM Finance Report
CAM Report
ARB Report
PARB Report

Amelia Park Neighborhood Association, Inc.
Monthly Treasurers Report & Amelia Island Management Financial Summary
As of January 2017

Balance Sheet

- As of 01/31/17, The Association had Totals of \$367,420 in Current Assets, \$38,062 in Liabilities, and \$329,358 in Equity.
- The Cash balance was \$255,897, which includes the Operating Contingency account. This is attributed primarily to the Assessments collected in December 206 and January.
- The Maintenance & Capital Accounts totaled \$93,195; Accounts receivables totaled \$20,829, Bad Debt Allowance at negative \$3910; and Prepaid Insurance at \$1408. Accounts Receivables is comprised of property assessments, late fees and interest.
- Liabilities were comprised of Accounts Payable Clearing, ARB Construction Deposits and prepaid assessments.
- On the Equity side, the Fund balance was \$112,782 and the current year income was \$216,576.
- Note: Because all assessments billed are recorded as revenue when billed (January Accrual), it is anticipated that a continually shrinking net income will be reported as the year progresses.

Income Statement

- January Income was \$232,415, primarily from assessment payments. Essentially on budget.
- Expenses were as follows: Maintenance \$6918; Utilities \$3353; \$General and Administrative \$3699; Miscellaneous \$0. All essentially on budget.
- Expenses for Contingent Repairs and Discretionary Capital were \$1619 compared with a budget of \$5,808. The difference is attributed to timing difference in work being completed and payments being processed.

Other

Met with the AIM Financial Director the week of February 13th, for the following:

- Completed and Signed the APNA 2016 Tax Return. (Provided to the President and Secretary)
- To confirm that APNA is not subject to any Statute 720 Audit requirements
- To re-confirm that the accounting system used by AIM is in fact AICPA and GAAP (generally accepted accounting principals) compliant, per BOD member request
- To add a Cash Flow statement to our monthly reports from AIM and to re-align a few accounts that were improperly categorized (admin out of maintenance and into admin; and utilities out of admin and into utilities)
- To review the current Bad Debt Allowance account with the recommendation to the BOD that it be reduced at mid- year based upon 2016 and anticipated 2017 activity.
- To review and request an updated financial report outlining ARB Developer activities and deposits. Request provided to Rusty Footlik 2/16/17.

AMELIA PARK NEIGHBORHOOD ASSN INC

Balance Sheet
As of 01/31/17

ASSETS

CURRENT ASSETS:

1002	CHECKING - FFSB	\$	214,933.76
1091	OPERATING CONTINGENCY FFSB		40,963.49
1095	MAINT FUND FFSB		43,134.46
1097	CAP CONTRIBUTION - FFSB		50,061.43
	ACCOUNTS RECEIVABLE		20,828.72
1184	BAD DEBT ALLOWANCE		(3,910.21)
1411	PREPAID INSURANCE		1,408.40
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	TOTAL CURRENT ASSETS	\$	367,420.05
			=====

LIABILITIES & EQUITY

CURRENT LIABILITIES:

2109	ACCOUNTS PAYABLE CLEARING	\$	3,529.50
2114	ARB CONSTRUCTION DEP/REFUND		34,000.00
2190	PREPAID ASSESSMENTS		533.04
			<hr/>
	SUBTOTAL LIABILITIES	\$	38,062.54

EQUITY:

3996	FUND BALANCE	\$	112,781.56
	CURRENT YEAR NET INCOME/(LOSS)		216,575.95
			<hr/>
	SUBTOTAL EQUITY	\$	329,357.51
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	TOTAL LIABILITIES & EQUITY	\$	367,420.05
			=====

AMELIA PARK NEIGHBORHOOD ASSN INC

INCOME STATEMENT
Period: 01/01/17 to 01/31/17

Actual	Current Period		Account	Description	Actual	Year-To-Date		Yearly Budget
	Budget	Variance				Budget	Variance	
INCOME								
230,488.50	230,488.50	.00	04082	ASSESSMENT INCOME	230,488.50	230,488.50	.00	230,488.50
950.00	500.00	450.00	04086	ARB REVIEW-BUILDER PLANS	950.00	500.00	450.00	6,000.00
50.00	100.00	(50.00)	04087	TRANSFER FEES	50.00	100.00	(50.00)	1,200.00
650.00	33.33	616.67	04391	FINANCE CHARGES	650.00	33.33	616.67	400.00
26.01	33.33	(7.32)	04392	INTEREST CONTINGENCY FUND	26.01	33.33	(7.32)	400.00
251.39	41.67	209.72	04393	COLLECTION FEES	251.39	41.67	209.72	500.00
.00	8.33	(8.33)	04395	TREE MITIGATION	.00	8.33	(8.33)	100.00
.00	25.96	(25.96)	04399	MISC INCOME	.00	25.96	(25.96)	311.50
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232,415.90	231,231.12	1,184.78		SUB-TOTAL INCOME	232,415.90	231,231.12	1,184.78	239,400.00
EXPENSES								
MAINTENANCE								
.00	250.00	250.00	05101	FRONT PORCH PRODUCTION	.00	250.00	250.00	3,000.00
.00	62.50	62.50	05102	WELCOME CMTE OUTREACH	.00	62.50	62.50	750.00
29.60	416.67	387.07	05105	ARCHITECT REVIEW FEES	29.60	416.67	387.07	5,000.00
250.11	166.67	(83.44)	05130	EVENTS	250.11	166.67	(83.44)	2,000.00
1,500.00	187.50	(1,312.50)	05605	STREET TREE TRIMMING	1,500.00	187.50	(1,312.50)	2,250.00
32.50	300.00	267.50	05650	LANDSCAPE COMMITTEE PROJE	32.50	300.00	267.50	3,600.00
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5,015.88	5,100.00	84.12	05651	LANDSCAPE CONTRACT	5,015.88	5,100.00	84.12	61,200.00
340.00	316.67	(23.33)	05653	LAKE MAINT	340.00	316.67	(23.33)	3,800.00
.00	125.00	125.00	05654	PALM TREE TRIMMING	.00	125.00	125.00	1,500.00
.00	70.50	70.50	05655	PUBLIX TRAIL MAINT	.00	70.50	70.50	846.00
.00	16.67	16.67	05683	TERMITE/PEST CONTROL	.00	16.67	16.67	200.00
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7,168.09	7,012.18	(155.91)		MAINTENANCE	7,168.09	7,012.18	(155.91)	84,146.00
UTILITIES								
2,891.75	3,000.00	108.25	05801	STREET LIGHT RENTAL	2,891.75	3,000.00	108.25	36,000.00
304.69	416.67	111.98	05802	ELECTRICITY	304.69	416.67	111.98	5,000.00
156.65	145.83	(10.82)	05803	WATER EXP	156.65	145.83	(10.82)	1,750.00
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3,353.09	3,562.50	209.41		TOTAL UTILITIES	3,353.09	3,562.50	209.41	42,750.00
GENERAL & ADMIN								
.00	33.33	33.33	05901	DIRECTORS EXP	.00	33.33	33.33	400.00
.00	41.67	41.67	05903	WEBSITE/INTERNET	.00	41.67	41.67	500.00
83.33	83.33	.00	05904	BAD DEBT EXP	83.33	83.33	.00	1,000.00
138.34	83.33	(55.01)	05909	POSTAGE & OFFICE SUPPLIES	138.34	83.33	(55.01)	1,000.00
.00	8.33	8.33	05914	CORPORATE REPORT	.00	8.33	8.33	100.00
142.83	500.00	357.17	05920	INSURANCE D&O	142.83	500.00	357.17	6,000.00

AMELIA PARK NEIGHBORHOOD ASSN INC
INCOME STATEMENT
 Period: 01/01/17 to 01/31/17

Current Period			Year-To-Date			Yearly		
Actual	Budget	Variance	Account	Description	Actual	Budget	Variance	Budget
390.83	37.50	(353.33)	05921	INSURANCE - LIABILITY	390.83	37.50	(353.33)	450.00
163.25	166.67	3.42	05922	INSURANCE UMBRELLA	163.25	166.67	3.42	2,000.00
.00	25.00	25.00	05923	ACCOUNTING/TAX PREP	.00	25.00	25.00	300.00
.00	4.17	4.17	05926	TAXES	.00	4.17	4.17	50.00
.00	166.67	166.67	05952	LEGAL FEES - T & P	.00	166.67	166.67	2,000.00
288.88	416.67	127.79	05953	LEGAL FEES - TOMASSETTI PRIN	288.88	416.67	127.79	5,000.00
2,492.00	2,492.00	.00	05954	MANAGEMENT FEES	2,492.00	2,492.00	.00	29,904.00
.00	16.67	16.67	05968	CHURCH HALL UTILITY FEES	.00	16.67	16.67	200.00
<u>3,699.46</u>	<u>4,075.34</u>	<u>375.88</u>		GENERAL & ADMIN	<u>3,699.46</u>	<u>4,075.34</u>	<u>375.88</u>	<u>48,904.00</u>
MISCELLANEOUS								
.00	83.33	83.33	05969	MISCELLANEOUS	.00	83.33	83.33	1,000.00
<u>.00</u>	<u>83.33</u>	<u>83.33</u>		TOTAL MISCELLANEOUS	<u>.00</u>	<u>83.33</u>	<u>83.33</u>	<u>1,000.00</u>
CONTINGENT REPRS/DISCRETIONARY CAPITAL EXP								
491.50	1,666.67	1,175.17	06010	COMMON AREA LANDSCP IMPRV	491.50	1,666.67	1,175.17	20,000.00
.00	3,333.33	3,333.33	06015	RPR/REPLC EXISTING CAP IMPRV	.00	3,333.33	3,333.33	40,000.00
25.00	291.67	266.67	06040	MISC REPAIRS/REPLACEMENTS	25.00	291.67	266.67	3,500.00
1,102.81	500.00	(602.81)	06041	IRRIGATION IMPROVMTN/ REPAIR	1,102.81	500.00	(602.81)	6,000.00
.00	16.67	16.67	06049	TREE MITIGATION EXPENSES	.00	16.67	16.67	200.00
<u>1,619.31</u>	<u>5,808.34</u>	<u>4,189.03</u>		TOTAL CONTINGENT/ DISCRETN	<u>1,619.31</u>	<u>5,808.34</u>	<u>4,189.03</u>	<u>69,700.00</u>
<u>15,839.95</u>	<u>20,541.69</u>	<u>4,701.74</u>		TOTAL EXPENSES	<u>15,839.95</u>	<u>20,541.69</u>	<u>4,701.74</u>	<u>246,500.00</u>
<u>216,575.95</u>	<u>210,689.43</u>	<u>5,886.52</u>		CURRENT NET INCOME/(LOSS)	<u>216,575.95</u>	<u>210,689.43</u>	<u>5,886.52</u>	<u>(7,100.00)</u>

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TO: AMELIA PARK NEIGHBORHOOD ASSOCIATION

From: Peter Mallory, Community Association Manager

MONTHLY REPORT

DATE: February 2017

Amelia Park Neighborhood Association	G	F	P	REMARKS OR ACTION TAKEN
CONDITION:				
Common Area Buildings:				
SIGNAGE	X			Two signs replaced at Simmons Lake on Amelia Park Side (One new one and one damaged one re-set) Sign across lake at Dentist office recovered from water and to be put up by Rusty Footlik.
EXTERIOR PAINT / WATERPROOFING	X			
PARK PAVILION	X			
ROOFS	X			
COMMON AREA MAIL KIOSKS	X			
STORAGE ROOM	X			
LIGHTS & ELECTRICAL				
OUTDOOR LIGHTING	X			
ENTRANCE SIGNS	X			Amelia Park Monument sign to be part of Wood Dev. Concept at Park Ave.
LANDSCAPING & IRRIGATION	X			

Amelia Park Neighborhood Association	G	F	P	REMARKS OR ACTION TAKEN
CONDITION:				
TURF/ PLANTS & TREES	X			
PONDS	X			Fishing in ponds and damage to "No Fishing" signs an issue that needs better monitoring and enforcement.
SIDEWALKS	X			Damaged sidewalk due to A,T&T project to be re-done again properly with City involvement.(Lake Park Dr)
PAVER WALKWAYS	X			
ALLEYWAYS	X			Areas that need new concrete to be evaluated
PARKING AREAS	X			
PEST CONTROL	X			
WATER & SEWER STORM DRAINAGE	X			
Publix Trail Area	X			
CITY TRASH PICK UP ISSUES	X			
PLAYGROUND	X			
Covenant Enforcement				Working through the list and adding to it each week for letters and follow up. Issues being resolved. Separate report to detail activities to date updated monthly. Generally owner responding favorably.

MONTHLY INSPECTION REPORT

PAGE TWO
February 2017

ADDITIONAL COMMENTS: G=GOOD, F = FAIR, P = POOR

Amelia Park

AMELIA ISLAND, FLORIDA

ARB Report

February 20, 2017

ARB MEETINGS

Last ARB Meeting: January 26, 2017

Next ARB Meeting: February 23, 2017 YMCA Meeting Room 9:00am

NEW HOMES RECENTLY COMPLETED

- 1) Block 1 Lot 13 (Northpark Dr.) - Buck / Coastal Oaks Construction
- 2) Lot 4 (Lake Park Drive) – Aitkens / Donna Lynne Custom Homes

NEW HOMES UNDER CONSTRUCTION

- 1) Block 2C Lot 1 (15th Street) – Spec Home - Howell Steurert / D.S. Ware
- 2) Block 4A Lot 1 (15th Street) – Spec Home - Howell Steurert / D.S. Ware

NEW HOMES UNDER REVIEW OR APPROVED

- 1) Block 5 Lots 1, 2, 3 (Northpark Drive) – Pattillo Residence (Schematic Plans approved)
Architect – John Cotner, Cotner Associates, Builder TBD
- 2) Block 2 Lot 10 (Northpark Drive) – Camera / Call Construction (Final Plans approved)
- 3) Town Center Block 1 Lot 5 – Spec Home – Amelia Park TND/Riverside Homes (Schematic Plans approved)

OTHER

- 1) 1860 Carnation St. – Garage Unit Modification (Schematic Plans under review)

Respectfully submitted,
Rusty Footlik, ARB Chairman

Amelia Park

AMELIA ISLAND, FLORIDA



PARB Report

February 20, 2017

PARB MEETINGS

Last PARB Meeting: February 18, 2017

Next PARB Meeting: March 18, 2017 YMCA Conference Room 9:00am

HOMEOWNER MODIFICATION REQUESTS - OLD

- 1) 1785 Howard lane – Front gate location conditionally approved. Review with Board President/APNA attorney documentation necessary to ensure conditions of approval are enforced.
- 2) 1631 Olmsted Lane – Request to remove dying tree in rear yard on hold pending review by arborist.
- 3) 1740 S. 15th Street – Request to remove tree on south side of home causing damage to roof on hold pending review by arborist.
- 4) 1716 Ruskin Lane – Request for pool addition approved subject to approval of pool equipment pad & fence location detail, and tree replacement in accordance with Amelia Park Tree Replacement Policy.
- 5) 1603 Geddes Lane – Stair handrail installed without approval needs to be replaced with acceptable design. Follow up with written correspondence of timeframe for replacement.
- 6) 1515 Gardenia St. – Request to remove Shumard Oak tree in front yard due to disease approved with condition that tree be replaced with ornamental tree. Request to replace fence on hold pending submittal of fence design.
- 7) 1767 Gardenia Street – Stair handrail installed without approval. Acceptable design option presented to resident. Follow up with written correspondence of timeframe for replacement.

HOMEOWNER MODIFICATION REQUESTS - NEW

- 1) 1620 Ruskin – Resident request to install fence in rear yard and gate in front yard approved as submitted.
- 2) 1555 Olmsted Lane – Resident request for removal of Oak tree due to roof damage to roof approved.
- 3) 1893 Floyd St. – Homeowner request removal/replacement of dead/dying street tree on hold pending review by Landscape Committee and/or arborist if necessary.

OTHER BUSINESS / DISCUSSION

- 1) 2017 Common Area landscape improvements by AP Landscape Committee:
 - McArthur Mail Kiosk - Landscape plan approved.
 - 15th @ Park Ave. Island – Option 2 Landscape plan approved.
 - Garden District Pathway # 7 (between Gardenia St. & Carnation St.) – Planting plan approved.
 - Landscape Area #28 (School St. ROW) - Planting plan approved.
- 2) Proposed changes to existing PARB Guidelines, Procedures and Application under review by PARB.
- 3) Spring/summer property maintenance walk-through process under review by PARB.
- 4) Homeowner submittal for reconfiguration of two adjacent lots (1769 Camellia St & 1564 Northpark Dr) under review by ARB & PARB. Recommendation to be provided to BOD for action at March BOD mtg.

Respectfully submitted,
Rusty Footlik, Acting PARB Chairman