

AMELIA PARK NEIGHBORHOOD ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
March 19, 2018

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

Paul Guyette, President
Jack Stumpff, Secretary *(via phone)*
John Aitken, Vice President *(via phone)*
Fred Pugh, Treasurer
Robert St. John, Director
Jim Higginbotham, Director
Debra Connelly, Director *(via phone)*

BOARD MEMBERS ABSENT

None

AMELIA ISLAND MANAGEMENT

Peter Mallory, Community Association Manager
Andrea Grossman, Administrative Assistant

OWNERS PRESENT

On file at Amelia Island Management

OPEN FORUM FOR RESIDENT Q&A

The board took questions from owners present.

CALL TO ORDER / ROLL CALL

Notice of the Board of Directors Meeting was posted on property on March 16, 2018, and emailed to the Board and Membership, which is in accordance with the Documents of the Association. There were seven (7) Board members present in person, which represented a quorum. President Guyette called the meeting to order at 4:02 p.m., and called the roll of the Board members.

APPROVAL OF MINUTES – JACK STUMPF, SECRETARY

Robert St. John moved to approve the minutes as presented from the February 19, 2018 Board of Director's meeting; Paul Guyette seconded and the motion passed unanimously.

Robert St. John moved to approve the minutes as presented from the February 23, 2018 Board of Director's organization meeting; Paul Guyette seconded and the motion passed unanimously.

Robert St. John moved to approve the minutes as presented from the March 12, 2018 Board of Director's organization meeting; Paul Guyette seconded and the motion passed unanimously.

BUDGET AND FINANCE – FRED PUGH, TREASURER

Feb 2018 Treasurer's financial report

Fred Pugh gave the Treasurer's report. (attached)

Review of AIM's February 2018 financial report

Fred Pugh reviewed the AIM financial report. (attached)

CAM REPORT - PETER MALLORY, ASSOCIATION MANAGER

Monthly CAM Report

Peter Mallory gave the monthly CAM report. (attached)

CCR

Peter Mallory gave the CCR report.

Status of votes/proxies on Capital Contribution – Peter Mallory

Peter reported that there have been 238 total proxies/votes. There are currently 228 yes votes, 7 no votes, 3 unknown votes. In order for the amendment to pass, 24 yes votes are needed. Fred Pugh suggested having the community help with the final votes. John Aitken has the lead on this item and will direct efforts to obtain sufficient votes.

COMMITTEE REPORTS

ARB Report - Rusty Footlik, Chair

Rusty Footlik gave the ARB report (attached)

Rusty stated that there are multiple items that the church must comply with the ARB in regards to the HTAC School. The HTAC School will be submitting items through the ARB for approval.

PARB – Rusty Footlik, acting (chair vacant)

Rusty Footlik gave the PARB report (attached)

Outreach Committee –Debra Connelly

Re-assessment of 2018 Activities Update

Debra Connelly reported that there have been 76 responses to the outreach survey, and the results will be reported on in April.

GREEN SPACE/LANDSAPE – Robert St. John, Chair, Director

Robert St. John gave the green space report (attached)

Irrigation Augmentation Update – Robert St. John

Jim Higginbotham and Robert St. John discussed adding an irrigation pump and completing the loop system. There is no specific date at this time for this project to be complete.

HARDSCAPE – Jim Higginbotham, Director

Status of New Trash Collection Contract – Jim Higginbotham

Jim reported that he has talked to one of the commissioner and the city is negotiating the new contract with the trash collection company and using smaller trucks.

Street Light Expense Update – Jack Stumpff

Jack Stumpff gave an update that the city manager has stated that the city has offered to pay for about 50% of the lights in APNA. The executive committee advised the city manager that was inadequate and APNA wanted to be out of the street light business. A follow up meeting with the city manager was proposed; however, nothing has been heard and Jack is contacting the city manager to schedule the next meeting

OLD BUSINESS

HTAC School Project Update – Paul Guyette

Paul Guyette gave a recap of the previous special board of directors meeting. He stated that the board is very sensitive to concerns of residents. He discussed in detail with owners present that there will be a walkway through the buffer for students to come back to the church at various times of the day for worship and the project will go forward.

Proposed sale and development of Y ball field area – Paul Guyette

Paul Guyette gave a brief history and update of the Y ball field area. Paul reported that there has been a negotiated agreement, and the property has been broken into 16 properties. He stated that this agreement has not signed, but is close to signing. This agreement is scheduled to go before the city commission on April 14th.

BOD Roles and Responsibilities Confirmation – Paul Guyette

Paul Guyette reconfirmed the board's roles and responsibilities with the directors. (Attached)

NEW BUSINESS

Resolution of Quit Claim Deeds Associated with APNA – Paul Guyette

Paul Guyette stated that there are 5 properties equaling .34 acres total in the association that the original developers still own. Portions of the properties are not being maintained properly. Peter Mallory stated they do not pay assessments, therefore these properties are not in our system and we cannot fine them.

Traffic Issues – Fred Pugh

Fred Pugh began discussion regarding traffic issues and asked the board reconsider a new traffic study due to the growth within Amelia Park. The city has said no to the traffic study. The board discussed that there are city and county roads

involved and the issues this presents. Discussion ensued among the board and owners present. This item was tabled for further discussion.

NEXT MEETING

The next Board meeting is scheduled for Monday, April 16, 2018.

ADJOURNMENT

With no further business, the meeting adjourned at 5:41p.m.

Respectfully Submitted,

Jack Stumpff

Jack Stumpff, Secretary

JS/ag

Attachments:

Treasurer's Report
AIM Financial Report
CAM Report
ARB Report
PARB Report
Greenspace Report

Amelia Park Neighborhood Association, Inc.
Monthly Treasurers Report & Amelia Island Management Financial Summary
Submitted 3/19/18 by Fred Pugh: Reporting As of February 28, 2018

Balance Sheet

- As of 02/28/18, The Association had Totals of \$362,761 in Current Assets, \$66,170 in Liabilities, and \$296,590 in Equity. This represents a decrease in assets from the previous month in the amount of \$22,444 and a corresponding decrease in Equity of \$33,852.
- The Cash balance was \$360,578, comprised of FFSB Checking Account and FFSB Operating Contingency Cash is attributed primarily to Homeowner Assessments and interest, transfer and collection fees and ARB Review fees. A Cash Flow Report will be included as part of the monthly AIM Financial Reporting Package once we resolve a programming error.
- The Maintenance & Capital Accounts totaled \$65,187; Aged Account Receivables is \$7,174 from unpaid homeowner's dues. Bad Debt Allowance stands at negative \$4,993.
- Liabilities were comprised of Accounts Payable Clearing (\$15,828), ARB Construction Deposits (\$49,000), and Prepaid Assessments (\$1,342). An updated ARB Developer Activities & Deposits Report is available upon request.
- On the Equity side, the Fund balance was \$114,004 and the current year income was \$182,586. Because all assessments invoiced are recorded as Revenue when billed (January Accrual), it is anticipated that the Net Income amount will be reported as a continually shrinking amount each month as the year progresses.

Income Statement

- February Income was \$135.75, comprised of transfer fees, interest and collection fees. YTD income is \$234,699 comprised primarily of assessment income.
- Expenses in total for February were \$33,986, which was (\$13,560) over budget. The breakdown is as follows: Maintenance \$5,375; Utilities \$3,621; General and Administrative \$17,259; Miscellaneous \$1,250; Contingent/ Discretionary Capital \$6,480.
- Maintenance costs for the month were under budget, but still slightly over for the year. This is partially a timing issue against budget, but there were some unplanned tree trimming for safety reasons.
- Utilities was over budget primarily due to street light rental. Best estimate for total year exposure is \$1300, dependent on PUC rate adjustments. The Board is working the issue on street lights to drive costs below budget.
- General and administrative is over budget by (\$12,017). There are three primary issues driving this budget variance. The first is timing to budget. The second is an accrual accounting change on insurance that the Treasurer is seeking to resolve. The third issue is legal cost variance of (\$3,065) for the month, but needs to be looked at in a total year context. The total year legal budget was set at \$10,000 anticipating the need for legal guidance to resolve issues with HTAC and YMCA. We have spent \$5,157 YTD, but both issues have been worked extensively in the first quarter while the legal budget was spread across the year. Given APNA's previous yearly spends on legal, this could still be an exposure, although the rate of spend should drop dramatically after March.
- Contingent/discretionary is over budget with most items related to landscape and timing driven.
- On a total year basis, Revenue of \$234,699 is (\$4,636) under budget, with some anticipated lot creation on 15th and Azalea streets, as well as some transfer fees. APNA's primary revenue source is assessments and total outstanding is only \$7174. Total Expenses for the year are \$52,113 which are (\$11,260) over budget, with the majority of it being timing and accounting driven.
- Overall the financials look good, with legal expenses being the one potential exposure to budget of significance. We continue to seek ways to reduce street lighting costs and increase income by

adding property transfer assessments to re-sale properties, which could provide a positive impact in this fiscal year.

Other

- APNA's CPA has finalized APNA taxes and they have been filed. APNA's annual report was filed with the state. APNA's insurance policy was revisited and has been renewed for 2018.
- The Treasurer recommends the following changes to APNA bank accounts. Account 1095(Maint Fund FFSB) be combined with 1091 (operating contingency FFSB), and that we direct AIM to identify higher interest opportunities for \$75,000, made up of \$50,000 from account 1097 (Cap Contribution FFSB) and \$25,000 from account 1091 (operating contingency FFSB). That would leave approximately \$220,750 of free working capital for the remainder of 2018.

AMELIA PARK NEIGHBORHOOD ASSN INC

Balance Sheet
As of 02/28/18

ASSETS

CURRENT ASSETS:

1001	CHECKING FFBF	\$	200,985.65	
1091	OPERATING CONTINGENCY FFSB		94,406.50	
1095	MAINT FUND FFSB		14,956.63	
1097	CAP CONTRIBUTION - FFSB		50,231.71	
	ACCOUNTS RECEIVABLE		7,174.68	
1184	BAD DEBT ALLOWANCE		(4,993.50)	
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	TOTAL CURRENT ASSETS		\$	362,761.67
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LIABILITIES & EQUITY

CURRENT LIABILITIES:

2109	ACCOUNTS PAYABLE CLEARING	\$	15,828.60	
2114	ARB CONSTRUCTION DEP/REFUND		49,000.00	
2190	PREPAID ASSESSMENTS		1,342.14	
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	SUBTOTAL LIABILITIES		\$	66,170.74

EQUITY:

3996	FUND BALANCE	\$	114,004.42	
	CURRENT YEAR NET INCOME/(LOSS)		182,586.51	
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	SUBTOTAL EQUITY		\$	296,590.93
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	TOTAL LIABILITIES & EQUITY		\$	362,761.67
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AMELIA PARK NEIGHBORHOOD ASSN INC

STATEMENT OF INCOME/EXPENSES

Period: 02/01/18 to 02/28/18

Actual	Current Period		Account	Description	Actual	Year-To-Date		Yearly Budget
	Budget	Variance				Budget	Variance	
INCOME								
.00	.00	.00	04082	ASSESSMENT INCOME	233,172.50	237,869.50	(4,697.00)	237,869.50
.00	500.00	(500.00)	04086	ARB REVIEW-BUILDER PLANS	500.00	1,000.00	(500.00)	6,000.00
50.00	100.00	(50.00)	04087	TRANSFER FEES	150.00	200.00	(50.00)	1,200.00
(25.00)	33.33	(58.33)	04391	FINANCE CHARGES	500.00	66.66	433.34	400.00
47.58	25.00	22.58	04392	INTEREST CONTINGENCY FUND	103.15	50.00	53.15	300.00
63.17	33.33	29.84	04393	COLLECTION FEES	274.19	66.66	207.53	400.00
.00	41.67	(41.67)	04395	TREE MITIGATION	.00	83.34	(83.34)	500.00
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135.75	733.33	(597.58)		SUB-TOTAL INCOME	234,699.84	239,336.16	(4,636.32)	246,669.50
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EXPENSES								
MAINTENANCE								
.00	208.33	208.33	05605	STREET TREE TRIMMING	1,800.00	416.66	(1,383.34)	2,500.00
.00	208.33	208.33	05650	LANDSCAPE COMMITTEE PROJE	.00	416.66	416.66	2,500.00
5,035.63	5,100.00	64.37	05651	LANDSCAPE CONTRACT	10,071.26	10,200.00	128.74	61,200.00
340.00	350.00	10.00	05653	LAKE MAINT	680.00	700.00	20.00	4,200.00
.00	166.67	166.67	05654	PALM TREE TRIMMING	.00	333.34	333.34	2,000.00
.00	41.67	41.67	05655	PUBLIX TRAIL MAINT	.00	83.34	83.34	500.00
.00	16.67	16.67	05683	TERMITE/PEST CONTROL	.00	33.34	33.34	200.00
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5,375.63	6,091.67	716.04		MAINTENANCE	12,551.26	12,183.34	(367.92)	73,100.00
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UTILITIES								
3,107.38	3,000.00	(107.38)	05801	STREET LIGHT RENTAL	6,214.76	6,000.00	(214.76)	36,000.00
367.93	416.67	48.74	05802	ELECTRICITY	908.52	833.34	(75.18)	5,000.00
145.85	166.67	20.82	05803	WATER EXP	300.75	333.34	32.59	2,000.00
.00	16.67	16.67	05968	CHURCH HALL UTILITY FEES	.00	33.34	33.34	200.00
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3,621.16	3,600.01	(21.15)		TOTAL UTILITIES	7,424.03	7,200.02	(224.01)	43,200.00
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GENERAL & ADMIN								
502.90	150.00	(352.90)	05101	FRONT PORCH PRODUCTION	502.90	300.00	(202.90)	1,800.00
.00	54.17	54.17	05102	WELCOME CMTE OUTREACH	250.11	108.34	(141.77)	650.00
321.60	500.00	178.40	05105	ARCHITECT REVIEW FEES	1,013.76	1,000.00	(13.76)	6,000.00
.00	145.83	145.83	05130	EVENTS	.00	291.66	291.66	1,750.00
36.38	33.33	(3.05)	05901	DIRECTORS EXP	36.38	66.66	30.28	400.00
.00	41.67	41.67	05903	WEBSITE/INTERNET	.00	83.34	83.34	500.00
83.33	83.33	.00	05904	BAD DEBT EXP	166.66	166.66	.00	1,000.00
55.91	83.33	27.42	05909	POSTAGE & OFFICE SUPPLIES	171.60	166.66	(4.94)	1,000.00
61.25	8.33	(52.92)	05914	CORPORATE REPORT	61.25	16.66	(44.59)	100.00
6,680.85	550.00	(6,130.85)	05920	INSURANCE D&O	6,819.43	1,100.00	(5,719.43)	6,600.00

AMELIA PARK NEIGHBORHOOD ASSN INC

STATEMENT OF INCOME/EXPENSES

Period: 02/01/18 to 02/28/18

Actual	Current Period		Account	Description	Actual	Year-To-Date		Yearly Budget
	Budget	Variance				Budget	Variance	
784.56	41.25	(743.31)	05921	INSURANCE - LIABILITY	1,131.90	82.50	(1,049.40)	495.00
2,122.25	192.50	(1,929.75)	05922	INSURANCE UMBRELLA	2,285.50	385.00	(1,900.50)	2,310.00
220.00	25.00	(195.00)	05923	ACCOUNTING/TAX PREP	220.00	50.00	(170.00)	300.00
.00	8.33	8.33	05926	TAXES	.00	16.66	16.66	100.00
3,898.50	833.33	(3,065.17)	05953	LEGAL FEES - TOMASSETTI PRIN	5,157.50	1,666.66	(3,490.84)	10,000.00
2,492.00	2,492.00	.00	05954	MANAGEMENT FEES	4,984.00	4,984.00	.00	29,904.00
17,259.53	5,242.40	(12,017.13)		GENERAL & ADMIN	22,800.99	10,484.80	(12,316.19)	62,909.00
MISCELLANEOUS								
.00	800.88	800.88	05969	MISCELLANEOUS	58.00	1,601.76	1,543.76	9,610.50
1,250.00	.00	(1,250.00)	05996	STORM DAMAGE IRMA	1,250.00	.00	(1,250.00)	.00
1,250.00	800.88	(449.12)		TOTAL MISCELLANEOUS	1,308.00	1,601.76	293.76	9,610.50
CONTINGENT REPRS/DISCRETIONARY CAPITAL EXP								
4,700.66	1,675.00	(3,025.66)	06010	COMMON AREA LANDSCP IMPRV	4,909.39	3,350.00	(1,559.39)	20,100.00
492.14	1,083.33	591.19	06015	RPR/REPLC EXISTING CAP IMPRV'	1,642.14	2,166.66	524.52	13,000.00
.00	833.33	833.33	06020	DISCRETIONARY CAP IMPRVMNT	.00	1,666.66	1,666.66	10,000.00
850.00	666.67	(183.33)	06040	MISC REPAIRS/REPLACEMENTS	923.97	1,333.34	409.37	8,000.00
437.80	416.67	(21.13)	06041	IRRIGATION IMPROVMNT/ REPAII	553.55	833.34	279.79	5,000.00
.00	16.67	16.67	06049	TREE MITIGATION EXPENSES	.00	33.34	33.34	200.00
6,480.60	4,691.67	(1,788.93)		TOTAL CONTINGENT/ DISCRETN	8,029.05	9,383.34	1,354.29	56,300.00
33,986.92	20,426.63	(13,560.29)		TOTAL EXPENSES	52,113.33	40,853.26	(11,260.07)	245,119.50
(33,851.17)	(19,693.30)	(14,157.87)		CURRENT NET INCOME/(LOSS)	182,586.51	198,482.90	(15,896.39)	1,550.00
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TO: AMELIA PARK NEIGHBORHOOD ASSOCIATION

From: Peter Mallory, Community Association Manager

MONTHLY REPORT

DATE: March 10, 2018

Amelia Park Neighborhood Association	G	F	P	REMARKS OR ACTION TAKEN
CONDITION:				
Common Area Buildings:				
SIGNAGE	X			
EXTERIOR PAINT / WATERPROOFING	X			
PARK PAVILION	X			
ROOFS	X			Park Pavilion Roof showing its age.
COMMON AREA MAIL KIOSKS	X			Cobwebs cleaned monthly
STORAGE ROOM	X			
LIGHTS & ELECTRICAL	X			
OUTDOOR LIGHTING	X			Garden path lighting expensive to maintain but may need an upgrade. Area 8 to be upgraded soon.
ENTRANCE SIGNS	X			
LANDSCAPING & IRRIGATION	X			Trim All responsive to requests. Problems with irrigation pump require preventive maintenance. Request sent to Lake Doctors for cleaning the intake. Jim Higginbotham to contact Jim Holland about installing a sleeve under new alley at Perimeter Park. (Wood Tract)
TURF/ PLANTS & TREES	X			Final letter sent to affected owners. Costs and guidelines included. Invoices on the way.
PONDS	X			Lake Doctors maintains monthly
SIDEWALKS	X			
PAVER WALKWAYS	X			Trip hazards eliminated when discovered.
ALLEYWAYS	X			

Amelia Park Neighborhood Association	G	F	P	REMARKS OR ACTION TAKEN
CONDITION:				
PARKING AREAS	X			
Garden District Paths PEST CONTROL	X			
WATER & SEWER STORM DRAINAGE	X			
Publix Trail Area	X			New Tow Away Zone sign reinstalled at alley cul de sac
CITY TRASH PICK UP ISSUES	X			
PLAYGROUND	X	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. Walked neighborhood with PARB for additional input.

MONTHLY INSPECTION REPORT

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March 2018

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

Amelia Park

AMELIA ISLAND, FLORIDA



ARB Report

March 19, 2018

Last ARB Meeting: March 1, 2018

Next ARB Meeting: April 26, 2018 YMCA Hangtime Room 9:00am

NEW HOMES RECENTLY COMPLETED

- 1) Block 2 Lot 10 (Northpark Drive) – Camera / Call Construction

NEW HOMES UNDER CONSTRUCTION

- 1) Block 5 Lots 1, 2, 3 (Northpark Drive) – Pattillo / Pickett Construction
- 2) Town Center Block 1 Lot 5 (Azalea Street) – Amelia Park TND/Riverside Homes
- 3) Town Center Block 1 Lot 3 (15th Street) – Amelia Park TND/Riverside Homes
- 4) Town Center Block 1 Lot 6 (Azalea Street) – Amelia Park TND/Riverside Homes
- 5) Town Center Block 1 Lot 4 (15th Street) – Amelia Park TND/Riverside Homes
- 6) Block 1 Lot 13 (Northpark Drive) – Raab/Castleton Homes

NEW HOMES UNDER REVIEW OR APPROVED

- Town Center Block 4 Lot 4 (15th Street) – Amelia Park TND/Riverside Homes (Schematic review)
Town Center Block 4 Lot 2 (15th Street) – Amelia Park TND/Riverside Homes (Schematic review)
Town Center Block 4 Lot 5 (Park Ave) – Amelia Park TND/Riverside Homes (Conceptual Review)

OTHER

- 1) Holy Trinity Anglican Church (HTAC) School (Final Plans under review)
- 2) 1881 Gardenia St. – Home & site improvements (Approved)
- 4) 1897 Lake Park Dr. – Louver Breezeway (Approved)
- 5) 1567 Olmsted Lane – Rear Porch Addition (Approved)
- 6) 1790 Gardenia St. – Room Addition (Approved – under construction)
- 7) 1773 School St.- Garage Addition (Approved – under construction)
- 8) 1854 & 1860 Carnation St. – Garage Unit Modification (Approved)
- 9) 1709 Lake Park Dr. Garage Addition (Concept review)

Amelia Park

AMELIA ISLAND, FLORIDA



PARB Report

March 19, 2018

PARB MEETING

Last PARB Meeting: March 17, 2018

Next PARB Meeting: April 21, 2018 YMCA South Conference Room 9:00am

HOMEOWNER MODIFICATION REQUESTS – OLD BUSINESS

- 1) 1889 Floyd Street – Planter box installed immediately adjacent to alleyway on APNA property is an obstruction to larger vehicles and potential hazard. Item tabled pending review and action by Board of Directors of community-wide rules regarding installation of obstructions at alleyway entrances and intersections.

HOMEOWNER MODIFICATION REQUESTS – NEW BUSINESS

- 1) 1715 Burnham Lane – Owner request to install plants in yard approved.
- 2) 1851 Perimeter Park – Owner request to remove tree in side yard approved with condition that replacement tree be planted – East Palatka tree recommended. City tree removal permit required.
- 3) 1605 Lake Park Dr. – Owner request to install handrails at front stairs approved with either two side railings or one center railing.
- 4) 1761 S. 15th St. – Owner request to remove/trim trees on hold pending review by arborist.
- 5) 1569 Park Ave./Common Area 23 – Owner request for tree trimming/removal in side yard and adjacent common area approved. Recommend tree removal costs in common area be responsibility of owner. City tree removal permit required for two trees 5" diameter or greater.
- 6) 1525 Field St. – Owner request to install landscaping in front yard area approved.
- 7) 1817 Neighbor St. – Owner request to replace front porch floor with composite deck material approved.
- 8) 1702 Park Ave. – Owner request to install front walkway pavers approved. It is noted that pavers were installed prior to PARB review.
- 9) 1714 Park Ave. – Owner request to install retractable screen door at front and back entries approved.
- 10) 1896 Gardenia St. – Owner request to change body color of home approved.

Respectfully submitted,
Rusty Footlik, Acting PARB Chairman

Green Space/Landscape – March 2018

1. Area 8 in the Garden District. Installation is scheduled for March 23. The cost for installation is \$6,134.27.
2. Street tree replacement. The vendor chosen for the replacement trees (Crape Myrtle “Natchez”) was Reflections of Nature. The total cost was to be \$8983.86 for 21 trees. The price per tree would have been \$427.80. Because of a problem with their supplier, Reflections of Nature is, however, unable to provide the trees. Liberty Landscape Supply has agreed to supply a slightly smaller tree at a cost of \$8,054.55 (\$383.55 per tree). Several stumps below the surface may have to be ground and pine straw mulch is not included in the price.
3. Town Square pruning. Some dead and hanging branches were taken out of trees near the pavilion.
4. Lighting upgrades for Garden District. We have started the process of soliciting bids for upgrading the lighting along the paths. For now we are concentrating on areas 6, 7, 8. Later, if feasible, we will consider doing the paths along Olmsted/Nolen and Howard/Burnham. All proposals will have to be approved by the PARB and the Board, of course.

Board Duties, Responsibilities, Priorities For 2018

President – Paul Guyette

Legal / AIM Liaison / Board Communication / General Business Activities / Contract Approvals / PARB Liaison, Board Recruitment, Facilitate Annual Meeting

Vice President – John Aitken

General Business & Financial Advisory / Decision Making Support to all BOD Members / PARB Liaison / Special Projects (i.e. YMCA, HTAC, etc.)

Treasurer – Fred Pugh

Financial Operations / Contracts / Banking / Tax & FL Annual Filings

Secretary - Jack Stumpff

Board Communication / ARB Liaison / E-Blast / Minutes / Business Support / Special Projects including Traffic/ Safety Liaison and Lighting Project

Director - Hardscape & Traffic & Safety - Jim Higginbotham

Alleys & Pathways / Sidewalk / City Street Coordination / Street Lights / Lakes & Ponds / Storm Water & Drainage / Structures / SJWMD Liaison / Irrigation

Director – Greenspace/ Landscape – Robert St. John

Community Common Area Landscape Maintenance / Trim All Liaison / Landscape Committee Liaison / Arborist Liaison / Garden Path & Trails / Playground / Irrigation Support with Hardscape Director

Out Reach – Debra Connelly

Event Committee Coordination & Liaison / Welcome Committee Liaison / Sunshine Committee Liaison / Final Friday / Front Porch Liaison / Web Site Liaison / Pavilion Rental