



**JOHNS CREEK**  
Johns Creek Owners Association, Inc.

***MINUTES***  
**Board of Directors Meeting**

**Date of Meeting:** Thursday, August 24, 2017  
**Time of Meeting:** 6:00 pm  
**Place of Meeting:** Johns Creek Phase 2 Amenity Center  
St. Augustine, FL 32092

**1. CALL TO ORDER AND PURPOSE; CALL ROLL; CERTIFY QUORUM; PROOF OF NOTICE;**

Chuck Dicey called the meeting to order at 6:02 p.m.

The Roll was called, and a quorum of the Board of Directors present.

A quorum was established with Chuck Dicey and Joe Taylor present. Tracey Payne-Williams was absent.

Attending on behalf of Interlaced Property Solutions was Sherry McNees, LCAM.

**2. RESIDENT REQUEST(S)**

There were no resident requests.

*Agenda order change – Move Committee Report for Neighborhood Watch report following Resident Requests.*

**6. COMMITTEE REPORT(S)**

**(c) Neighborhood Watch – Audrey O’Neil, Chairman**

- Audrey O’Neil reported Tom Quintieri is new Commander of Sherriff Office.
- There are six deputies per shift working 12 hours shifts.
- Sheriff was on site first day of school to capture speeders.
- Joe Taylor reported bus driver is speeding every morning. Joe reported the speeding bus driver is on property about 5 til 8am. Chuck Dicey recommended for Joe to call St. Johns County School District Transportation Department and report the speeding concern. Joe stated he will try to get the bus number and he will report as Chuck recommended.
- Audrey reported drug use concerns have hit St. Johns County at concerning rate.
- Reported vehicle break-ins and vehicle theft of unlocked vehicles some of which have guns left in the vehicles which are stolen.
- Sheriff office is going to do a presentation in October for parents. The date and time is TBA. The presentation will include preventative measures parents can take in protecting their child against grooming and awareness of strangers and predators.
- Corporal Diane Bryant has retired. Audrey will find out who is taking over for Diane Bryant.



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### **(a) Social Committee and (b) Architectural Committee**

Chuck Dicey reported he emailed Natalie Shaw of IPS asking if there are any interested volunteers to be on the Social or the Architectural Committee. Chuck has not received response from Natalie. Sherry will check with Natalie and find out if she has received any interested persons to serve on one of the committees.

Chuck reminder to IPS to include the board on emails that are sent to CDD to post on the website. The emails for posting on website are to be sent to Carol and copy board member, Tracey Payne-Williams. Either Carol or Tracey will forward the email to the correct person(s).

### **3. APPROVAL AND WAIVE READING OF MINUTES – Board of Directors meeting minutes for June 15, 2017**

Chuck Dicey made a motion to approve as written and waive reading of board meeting minutes for June 15, 2017. Motion was seconded by Joe Taylor. All in favor. Motion carried.

### **4. FINANCIAL REPORT – June and July 2017**

Chuck Dicey reported he received the June and July financials earlier in the same day as the board meeting therefore not giving sufficient time to review and prepare treasurer report and questions if any.

July financials – Reserves were supposed to have been closed as per board approval at previous meetings. Sherry will get with Patty and will provide an update to the board. The board expressed they are not pleased for not having financials as contracted and for the reserves not being transferred as requested in June.

Chuck readdressed the timeline of needing the financials. The board received financials at 2:30 pm date of the meeting. The board wants the financials on or before the contracted agreed upon date. Sherry will get with Patty and let her know of the board concerns.

Chuck asked why Patty as not at the board meeting for she had informed him she would be at the meeting. The board did not hear from Patty otherwise. Sherry will get with Patty and have her contact the board with reason as to why she was not at the meeting.

### **5. SUSPENSION OF VOTING RIGHTS TO DELINQUENT OWNERS**

Chuck Dicey made a motion to suspend voting rights to the following delinquent owners:  
Account number: 14859, 14655, 14756, 14853, 14523, 14691, 14686, 14861, 14747 and 21882.

### **6. COMMUNITY ASSOCIATION MANAGER REPORT – Sherry McNees**

Report included: *Need to schedule budget and annual meetings.*

The board wants to know what is the deadline with BB&T for owners to pay on or before January 1<sup>st</sup>, 2018. Sherry will get with Patty in regard to finding out the deadline before the board scheduled the budget



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meeting. Sherry will draft budget with the corrections to reserve line. Chuck reported the CDD fees were going to go up \$30.00 or more. Joe Taylor recommended the budget reflect a \$9.00 increase.

Chuck asked if IPS plans to increase the fees for 2018. Chuck said he and the board will address with Patty when they meet with her.

### ***Compliance Policy and Procedure***

Sherry reported when sending compliance notices the first letter is sent via First Class Mail. The second notice is mailed First Class Mail to board on -site and off-site mailing address, if any and Certified Mail to the address on record. If address on record is off-site the Certified Mail will be sent to that address only and the property address.

Sherry reported returned mail is uploaded and attached to the compliance record.

There was discussion of searching County records for address on file.

### ***Membership Vote for Amendment to Declaration***

The board requested an exact count as to who many members need to vote yes before board makes decision. Sherry will email the count requirements to the board.

## **7. COMMITTEE REPORTS**

### **a) Social Committee – Social Committee Representative**

Reference report after Resident Request section of meeting minutes.

### **b) ARB**

Chuck Dicey made a motion to accept Nancy Anderson resignation from Architectural (ARB) Committee. Motion was seconded by Joe Taylor. All in favor. Motion carried.

### **c) Neighborhood Watch – Audrey O’Neil, Chairman**

Reference report after Resident Request section of meeting minutes.

## **8. UNFINISHED BUSINESS**

### **a) Notice of Intent to Foreclose**

#### **Account #14655**

Chuck Dicey made a motion to proceed with foreclosure. Joe Taylor seconded the motion. All in favor. Motion carried.

#### **Account #14523**

Chuck Dicey made a motion to proceed with foreclosure when account reached \$1,000.00. Joe Taylor seconded the motion. All in favor. Motion carried.



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### **Account #14853**

Chuck Dicey made a motion for attorney, Michael Goldsberry to send Demand for Rent letters instead of foreclosing at this time. Motion was seconded by Joe Taylor. All in favor. Motion carried.

### **Account #14691**

Upon discussion, the board asked Sherry to get with attorney, Michael Goldsberry and find out if the owner has requested to be on a payment plan, The board has not received proposed payment plan nor have they approved a payment plan for owner on this account. Sherry will also ask attorney, Michael Goldsberry if his letter to owner includes payment plan option. The board will review attorney, Michael Goldsberry response then make a decision on how to proceed.

## **9. NEW BUSINESS**

### **a) Recreational vehicles, boats and trailers**

Review of policy dated January 20, 2013. Upon review and discussion, the board asked Sherry to prepare a warning notice to use with intention to warn owner for recreational vehicle(s), boat(s) and trailer(s). The notice will be sent to owners prior to being send a first notice of violation. The notice will be used as a warning notice step prior to first notice. The warning notice is not part of the recently approved compliance policy and procedure.

Email from Tracey Payne-Williams tabled for next meeting due to her absence from board meeting.

### **b) Compliance notifications**

Covered under community association manager report.

### ***Agenda item reopened – Financial Report section***

Chuck Dicey asked Sherry if Jackson Law Group has billed for legal fees. Chuck asked Sherry to email the board a copy of Jackson Law Group invoices.

Chuck Dicey asked Sherry to total all second notice violations that are open and send total to the board.

### **c) Accept Nancy Anderson, ARB Chairman committee resignation**

Covered under committee report section

## **10. BOARD OF DIRECTORS REQUEST(S)**

Chuck Dicey asked why hasn't Patty sent the year-end report to them as they requested. Chuck mentioned Patty informed him the year-end report is done by CPA and the board has not received the report.



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### **11. MEETING OVERVIEW**

Chuck Dicey will schedule meeting with Patty for the board has some concerns that need to be addressed.

Next board meeting will be Tuesday, September 19<sup>th</sup> at 6:00 pm and October 24<sup>th</sup> at 6:00 pm. The budget meeting will be scheduled in November, time and date TBA.

### **12. ADJOURNMENT**

Chuck Dicey made a motion to adjourn meeting 9:35 pm. Motion was seconded by Joe Taylor. All in favor. Motion carried.

Minutes respectfully prepared and submitted by:

Sherry McNees

Community Association Manager