

**VILLAGE WALK SOUTH
BOARD MEETING MINUTES
MARCH 6, 2007**

1. ROLL CALL

Chris Dean
Erica Getz
Sue Jordan
Verity Minahan
Terry Myers
Tom Collins
Mary Webster
Deb Coburn

Meeting called to order at 6:00 pm

2. A. APPROVAL OF SPECIAL MEETING MINUTES, FEB. 6, 2007

Motion: to accept the minutes.

Motion: seconded and passed unanimously

B. APPROVAL OF REGULAR BOARD MINUTES, FEB. 6, 2007

Motion: to accept the minutes.

Motion: seconded and passed unanimously.

3. PRESIDENT'S REPORT - Mary Webster

A. Recognition of the successful Winter Social at the clubhouse on Feb. 17, 2007.

B. Recognition of Judy and Steve Guest, and Murielle McKinley for their hard work planting and caring for all the new bushes along the front entrance, the pool fencing and the entrance wall.

C. The addition of the Drainage Report and the By-Laws Task Force to the Meeting Agenda.

D. Division of Labor into committees: ARC (Sue Jordan, Erica Getz, Hank Schulte, Karen Mauro and Rosalie Wills), By-Laws (Terry Myers, Mary Webster and Steve Guest), Drainage (Tom Collins, and Kirby Kenney), Nominating (Erica Getz and Sue Jordan) and R&R's (Verity Minahan and Maureen Collins).

4. MANAGER'S REPORT - Debra Coburn

A. Breaker Box - needs replacing in the back of the development for the street lights. Rain builds up inside the box and shorts it out. Three estimates were received. The least expensive estimate was from Complete Electric for an exterior breaker box for \$772.80. Mary Webster requested that Deb research what authority the Site Manager has to spend money, what limits, and for what purposes.

B. Pool-heater Thermostat - this was researched at a previous meeting as to various brands, their effectiveness and cost. The pool-heater thermostat will regulate the on/off times and temperature for the pool heater, making it much more efficient and cost effective. It was decided

to be more appropriate than a pool cover. There is a one year warranty on the thermostat. Debra will see if there are any energy credits from the State.

C. Roof Repair - Mrs. Broering at 532 6th St. is in need of a roof repair. This was discussed at previous meetings. This repair is the responsibility and expense of the individual homeowner. However, the Homeowners Association is responsible for “entire roof replacement” when it is required.

D. Prospective Buyers - at this time there is no application form or an application fee. This will be looked into at a future date.

E. Annual Report - document needs to be updated with the list of current officers and a new registered agent.

Motion: to name Debra Coburn as the Registered Agent for Village Walk South, at 602 6th Avenue, Vero Beach, FL 32962

Motion: seconded and passed unanimously.

F. VWS Checking Account - has a balance of \$79,000 in a non-interest bearing checking account. Terry Myers suggested opening 2 accounts: a checking account and a business money market account (earning 5.01% over \$50,000) where funds can be transferred as needed. He will check into the details.

G. Real Estate Signs -

Motion: to allow Open House signs at VWS.

Motion: seconded and passed unanimously.

Motion: to allow homeowners to place one For Sale sign (not to exceed 2' x 2' in size) in one window of their home, effective immediately.

Motion: seconded and passed unanimously.

H. “Open Green Space Requirements” - before making landscape changes on a persons property, such as using stones, pavers, etc., Deb will check with the county and get a definition of what is allowable in VWS in relation to the Green Space Requirements.

I. Financials - Debra needs to review the financial figures for the Annual Report. Not all information has been made available to her from the previous Management Company. Deb will formulate a list of questions in cooperation with Mary Webster, Sandra Fontana, Jim Moy and/or other homeowners to try and find the answers. Verity Minahan will contact Ray Kennedy’s assistant for her input and answers.

5. TREASURER’S REPORT - Chris Dean

Chris read the Financial and Property Report as of Feb. 28, 2007.

Motion: to approve replacement of the breaker box up to a cost of \$800.

Motion: seconded and passed unanimously.

Motion: to install the new pool-heater thermostat up to a cost of \$1500.

Motion: seconded and passed unanimously.

Motion: to place our operating funds in an interest bearing account obtaining the best rate as soon as possible.

Motion: seconded and passed unanimously.

Motion: to give Deb Coburn and Terry Myers the authority to make a decision on behalf of the Homeowners Association to setup the appropriate money market banking account and checking account within the next seven days.

Motion: seconded and passed unanimously.

Motion: to give Deb Coburn approval to spend up to a maximum of \$1,500 after notifying the Board President, Vice-President, and Treasurer of the details of the expenditure without approval of the Board.

Motion: seconded and passed unanimously.

6. DRAINAGE REPORT - Tom Collins

Recapping Kirby Kenney's report: "the cause of the drainage problem is shared by multiple parties. Regarding the elevation, the main floor elevation is at the elevation that the garage should be at and the garage is 4" below the grade it is supposed to be at. The County should have caught this when the survey was done of the main slab before framing was to occur. The Contractor should have caught this just from a paying attention stand point when the driveways were being poured with a "reverse" grade back into the garage. The Developer hired all these guys and is ultimately responsible over all of them. The Street Installer actually put elevations very close to what was shown on the drawings.

Payment for this problem will be worked out between Carter and Kennedy...The larger question is that we now know that all of the finger homes on the east end are 4" to 5" lower than they should be. This means both the garage and main floor elevations should be raised by the amount of the error. Of course, we can't jack up the homes. The only solution I see is to remove the driveways and yards of all the south side fingers and create a drainage swale between the front of each garage and the curb. I can make sure this solution is very gradual and will not cause problems driving cars in and out of the garage, however, it will be noticeable to the owners of the homes.

Carter and Kennedy may try to suggest drain lines and yard drains which would allow the driveways to remain. I would recommend against this as they always plug with "bunnies" or debris. I would hold the hard line and require re-pouring of all driveway and re-shaping of all front yards to allow water to drain away from the front of the homes to a low point half way between the garage and the curb. The same solution would be carried to the west through the final driveway on each finger. Only the south side is a problem. This is the only solution I can see."

Other issues Tom Collins and Kirby Kenney discussed: a number of trees were planted incorrectly, leaving them planted in plastic tubs or bags, not allowing them to grow properly. This is a violation of County Code; 6th Manor road percolates and may need another test boring done (\$1,000). This will determine if the subsurface was improperly installed, if so, that is another claim; soaker hoses have been adjusted, so wait and see if this improves the drainage in

some gardens; in the pond and conservation area on the north end, the “weir” is not able to drain properly into the canal due to a blockage in the line; the boggy backyards of Mary Webster’s building on 6th St. were improperly graded and should be re-graded to drain properly; and irrigation lines on the East Berm were incorrectly installed.

March 14th the Board will meet and do a walk-thru of these areas with Tom Collins.

Motion: to approve Tom Collins and Kirby Kenney to move forward with a “boring test” on 6th Manor, if needed, at a maximum cost of \$1500.

Motion: seconded and passed unanimously.

7. BY-LAWS TASK FORCE - Terry Myers

The committee members are Mary Webster, Terry Myers and Steve Guest. They met for their first meeting on Sunday, Feb. 25, 2007. The meeting lasted approximately 2 hours. Steve Guest scanned all the documents and turned them into word-processing documents. This saved many, many hours of re-keyboarding and proofreading. Many thanks to Steve for his work.

The purpose of the task force is to review the by-laws and bring them up to date. There are many procedures in the by-laws that have become obsolete due to the take-over from the developer. The first Annual Meeting was held, the Board of Directors formed, and Officers have been selected. There is no longer a developer with his Class “B” ownership.

A large number of homeowners would like to have the Annual Meeting on a more convenient date for the majority of Homeowners to attend. This and other matters will be considered on a line-by-line examination. Once the Committee has finished making revisions, the document will be given to legal council to review. After review, the revised by-laws will have to be ratified by the Homeowners before they become official.

The task force plans to meet again in March.

Motion: to accept the Task Force report.

Discussion: Tom Collins suggested that once a year each homeowner show proof of homeowners insurance to the site manager. Mary Webster asked Terry if he would investigate this further.

Motion: seconded and passed unanimously.

8. COMMITTEE REPORTS:

A. NOMINATING COMMITTEE - Sue Jordan -asked if Deb Coburn would place a notice in the next Assessment Statement to Homeowners requesting resumes for an upcoming Board vacancy.

B. RULES & REGULATIONS COMMITTEE - Verity Minahan - has nothing new to report. She is waiting for revisions of the By-Laws from the Task Force.

C. ARC - Erica Getz - the ARC had their first meeting on Feb. 10, 2007. ARC members present were Erica Getz, Sue Jordan, Karen Mauro and Rosalie Wills. Hank Schulte was unable to attend. The ARC met with Dale Bushong and Tom Collins. Dale presented his proposal of adding trees and bushes throughout VWS. This would be done in 3 phases.

Phase I included 33, sixteen foot tall queen palm trees. In areas where drainage is an issue, the ground will be built up to prevent root rot, 2 inches of cypress mulch will be applied, adjustable

“bubbler” hoses will be installed, soil will be enhanced with fertilizers and trees will be staked. Cost of Phase I will be \$9,976.00. Payment upon delivery of the trees is \$5,000 and the balance of \$4,976 due upon completion of the work.

Phase II includes 12, sixteen foot tall queen palms. This includes soil amendments, tree staking, 2 inches of cypress mulch and the bubblers to each new tree. Cost of Phase II is \$4,608.00. Payment of \$2,608.00 made upon delivery of trees with the balance of \$2,000.00 to be made upon completion of the work.

Phase III includes the planting of 20 viburnum awabukki shrubs to the west ends of the buildings on 5th Ave. (Buildings L-M and Q-R) to camouflage trellis fences and the backyards from the street. The plants are #15 gal. size and 5 ft. tall. This will provide immediate camouflage. It includes removal of turf grass, amendments to the soil, 3" of cypress mulch and a check of the irrigation system. The total cost of \$2,960.00 will be due upon completion of the work. (Dale told Tom he would charge \$30/tree for mulch; \$30/tree for irrigation; and \$30/tree for staking.)

Tom Collins received 3 other bids for Phase I work as follows:

1. Ornamental Accents (Dale Bushong) \$9,976 (as stated above)
2. JMAF, Inc. (No mulch or irrigation) \$9,221.52
3. RJ Webb Tree Serv. (Same as #1 but no mulch) \$6,652.81
4. ATF Nursery (No mulch or irrigation) \$6,133.05

Motion: to accept ATF Nursery’s proposal for \$6,133.05 to plant 33 Queen Palms, if Dale Bushong will not meet the deal, excluding the mulch.

Motion: seconded and passed unanimously.

Motion: to use the Landscape Extras Account for \$9,160, plus \$1,033 from the Ground Reserve Fund.

Motion: seconded and passed unanimously.

Motion: to proceed with the installation of the trees and bushes.

Motion: seconded and passed unanimously.

D. ARC RECOMMENDATIONS - Erica Getz - this will be tabled until the April 3rd Board meeting.

9. HOMEOWNERS COMMENTS:

Hank Schulte - Nationwide Insurance company just cancelled his policy.

Terry Myers - there is a large, deep hole along the driveway and road exiting VWS. Deb Coburn will contact the County regarding who is responsible for the repair.

10 NEXT MEETING: April 3, 2007

11. ADJOURNMENT: 8:30 PM