
Eagles Creek Owners Association, Inc. (ECOA)

A Deed Restricted Community



Board of Directors Meeting
September 26, 2023 – 6:00 p.m.
Pablo Creek Regional Library
MINUTES

BOARD MEMBERS PRESENT	Brenda Huffine, Tom Huffine, Donna Smith, Lanette Lemay, Jonathan Lang
MANAGEMENT REPRESENTATIVES PRESENT	Amanda Goodson of BCM Services, Inc.
CALL TO ORDER	Tom called the meeting to order at 6:00 pm and introduced the board members.
PLEDGE OF ALLEGIANCE	Tom led the group in the <i>Pledge of Allegiance</i> .
ESTABLISHMENT OF QUORUM	A quorum was established with all 5 Board Members present.
APPROVAL OF MINUTES	Lanette made a motion to waive the reading of the 4/18/2023, Annual Meeting Minutes and approve them as submitted, Jonathan seconded the motion, and the motion carried unanimously (5-0).
OLD BUSINESS	<p><u>Arrowleaf Mailbox Damage:</u> The Board signed the Fixed Property Damage Release form required by Progressive Insurance to release the \$10,000 payment from the claim against the homeowner's car insurance policy. Amanda will send to Progressive. Payment will be deposited into the money market account.</p>
NEW BUSINESS	<p><u>Main Entrance Landscaping:</u> The Board reviewed and discussed an enhancement proposal provided by Down to Earth. Amanda is going to schedule a date with Down to Earth to meet with Tom and Lanette to for further discussion and options. Tom made a motion to table this item until the next meeting, seconded by Jonathan, and the motion carried unanimously (5-0).</p> <p><u>Architectural Review Process and Discussion:</u> The Association's Governing Documents state that only wooden fences are allowed despite the original Developer installing and allowing vinyl fences throughout the property. Tom made a motion to conditionally approve architectural requests for vinyl fences stating variance to documents, seconded by Brenda, and the motion carried unanimously (5-0).</p> <p><u>Outstanding Account Receivable:</u> The current outstanding homeowner assessments are \$4,991.38. There are 2 accounts with Axiom, the collection agency totaling \$3,035.71. Intent to Lien property sent to 6</p>

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homeowners on 5/17/2023, totaling \$1,499.29. These accounts are ready for escalation to Axiom. The remaining \$456.38 is made up of small balances. Small balance due notices sent 6/15/23 and scheduled for another mailing 10/15/2023. The Board reviewed a collection policy proposed by BCM. This policy outlines the schedule of how past due assessments will be collected. Tom made a motion to adopt the collection policy with dates added to coincide with the days, seconded by Lanette, and the motion carried unanimously (5-0). A copy of this collection policy will be mailed to all homeowners with their 2024 assessment invoices which will be sent in October.

2024 Proposed Budget: Discussion ensued regarding the proposed budget. Brenda recommended that the Assessments be increased by 10% to reduce the deficit, Doubtful Dues be increased from \$1,000 to \$2,000 due to increasing number of outstanding homeowner balances as well as increasing the Water to \$13,072 from \$10,310 due to projected usage. Lanette did not agree with increasing the Assessment by 10% and proposed a \$10 increase (which would equate to 5.3%). Brenda made a motion to approve the proposed budget with the changes she proposed, seconded by Jonathan, Tom in favor, Donna in favor, Lanette not in favor, the motion carried 4-1.

Banking: BCM offered Cogent Bank as an option for their money market account as they are giving 4% interest rate. Valley National Bank is the current provider giving 3.5%. Donna made a motion to stay with Valley, seconded by Jonathan, and the motion carried unanimously (5-0).

Holiday Lights: Hulihan Territories has been providing the holiday lights for the past few years. This year their estimate is \$5,100 which is an increase of \$1,065 from last year. BCM provided a second estimate from Holiday Lights JAX for similar lighting for \$3,329.75. Lanette made a motion to approve Holiday Lights Jax proposal, seconded by Brenda, and the motion carried unanimously (5-0).

Landscaping at 12406 Eagles Claw Lane: This property is in bankruptcy and not being maintained. BCM received 2 proposals from Down to Earth to clean up the property. One is for basic mow for \$450 and the other to do a full clean up for \$1,800. BCM reported to the City Code Enforcement on June 15th. Tom made a motion to table to the next meeting to see if the City will address, seconded by Jonathan, and the motion carried unanimously (5-0).

Water Wells: Tom brought up the idea of installing wells to replace the majority of the City water usage which would dramatically reduce the funds spent on water each year. Tom made a motion to have BCM solicit estimates for shallow and deep well installation, seconded by Brenda, and the motion carried unanimously (5-0).

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Website: The community website is in the process of being moved to another provider that is less expensive. Updates are being made. BCM is going to be trained on how to make changes and add information to the website. These changes should be complete within the next month.

OPEN FORUM

The following items were discussed:

- Research installing bollards at the mailboxes to stop them from getting damaged by vehicles.
- Homeowners would like assessment invoices sent as soon as possible to be able to prepare for payment.
- Sherriff Department has a new program called Connect Duval. This is a service where you can register any cameras on your home and the Sheriff can then reach out to you to view your cameras in the event of an incident.
- A Facebook page was suggested. Homeowners welcomed to start a Facebook page but will not be monitored or administered by the Board.
- Question was posed as to why Board does not post notices of meetings on the website NextDoor. This is not an official means of communication. Homeowners were encouraged to post any pertinent information they deemed informative.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:39 pm based on a motion from Tom, second from Brenda, and the motion carried unanimously (5-0).

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