

Fawn Ridge Maintenance Association, Inc.
C/O Wise Property Management, Inc. 18550 N. Dale Mabry Hwy
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Board of Directors Meeting Minutes

Date: May 8, 2024

Time: 7:00PM

Place: Maureen B. Gauza Public Library and via Zoom

1. Call to order: 7:07PM EST by VP Renshaw
2. Roll Call of Elected Board Members Conducted
 - a. President – Matt Racine
 - b. Vice President – Chris Renshaw
 - c. Treasurer – Danielle Walsh Absent
 - d. Secretary – Ashley Coxwell
 - e. Director at Large – Mike Castro
 - f. Quorum Present: Yes
 - g. Wise Property Manager Present – Camilo Clark
3. General Discussion:
 - a. Volunteer Recognition – Garage Sale and Earth Day
 - i. VP Renshaw extends a “thank you” to everyone who contributed to making the event successful.
 - ii. President Racine recognizes participation for the garage sales! Thinks promotions and communications were successful.
 - iii. President Racine thanks Earth Day volunteers that cleaned neighborhood ponds (Jeanne & Martensen’s).
 - b. Open floor limited to 3 minutes per speaker
 - i. In Person:
 1. Ryan Ullrich – On Exposition drive, wall behind backs up to Sheldon. Questions on status of wall project.
 - a. Stating that the wall is now about a foot shorter than it used to be along Sheldon.
 - b. Wall was 7.5ft and now measuring 6ft. Dug deeper into the ground, so now the wall is sitting lower even if wall height is technically correct. Concerns regarding security.
 - c. Appears to be about 1 block short.

- d. President Racine to work with Dave to ensure that the wall is the correct height.
 - e. VP Renshaw/Property Manager Clark □ Walls will be discussed later per the agenda.
- 2. Jeanne
 - a. Once a property goes into fining process, how long does that go on for?
 - b. Property Manager Clark advises that board has an approved policy that details the types of fines and procedure for those who fail to pay fines.
 - c. Trying to clarify for her understand.
 - d. Question posed: What happens when it reaches the max of \$1000? Property Manager Clark replies that they're sent a demand letter and if they still don't pay, it goes to council.
- 3. Edna Sharpe □ Echoes concern that Sheldon wall is shorter than it originally was.
 - a. President Racine is going to follow up with contractor to bring wall up to height of original wall from the ground and not number of bricks. Intention was not to make it shorter.
 - b. 8728 Exposition Drive.
- 4. Ms. Cassidy @ 8724 Exposition Drive □ Also stating that the height of the new wall is too low.
 - a. Additionally, she has damage to fence post and grass.
 - b. Contractor scheduled for Friday 930-11AM to meet with home owner.
 - c. Wall and lawn are not flush, there is a gap where there is no grass along base of new wall.
 - d. President Racine said that they will still need to complete grading to fill in the new footings.
- 5. Director at Large Castro □ Mentions dip in wall along Sheldon is still present.
 - a. President Racine states that wall was cleared by the engineers/architects.
 - b. Asks for photos of portion of the wall where the dip is located.
- ii. Zoom Participants:
 - 1. Diane □ Question regarding the website not being updated.
 - a. Mentions that the minutes not up to date and that it would be nice to see an update on the wall maintenance on the main page.
 - b. President Racine □ Website is a tool, we don't have a Webmaster so that's being handled by a volunteer and takes longer. Communications chair will help update website moving forward. Email blasts are the main tool for communication with

the community and official/approved meeting minutes on portal.

- c. President Racine also mentions that any resident can email board and request a copy of the official minutes.
- d. Property Manager Clark – Meeting minutes once approved, will be posted.
 - i. We do not send drafts.

2. Evelyn Knoll

- a. Reiterates that the minutes on the portal, not website.
- b. Standard practice to approve the minutes the following month and then make available to the community.
- c. She is working on keeping it updated and tries her best with this being a volunteer position.

3. President Racine has been working as the webmaster to avoid cost. It takes time and there are many things going on in the community that take precedence. A lot of work and time goes into formatting, updating, etc. and is looking for volunteers, if they can assist. Working with Communications to update.

4. Approval of Meeting Minutes

a. April 10th, 2024 – BOD Meeting

i. Motion - President Racine moves to approve the April 10th, 2024, BOD meeting minutes

ii. 2nd – VP Renshaw

iii. Discussion

1. Director at Large Castro objects to the April minutes as originally prepared. He is not satisfied with summary as prepared by Secretary Coxwell and presents the 2 motions (in written form) from the April minutes.

2. Secretary Coxwell will add the full motions prepared by Director at Large Castro and send amended April minutes to the BOD for approval at June's meeting.

iv. No vote on April 10th BOD minutes.

v. April 10th, 2024, BOD meeting minutes will be reviewed again during the June BOD meeting.

5. Unfinished Business

a. Governing Document Modifications

- i. Proposed Amendments Plan President Racine states that there are 4 current amendments that are available for community vote; proposing that we need to make modifications.

1. He states that if we modify, we will have to start the signature process over again.
 2. Advises that the Amendment Committee expect an email soon to start again.
- ii. Additional Amendments Inquiry
1. President Racine states that the current documents are old and need to be updated to current regulations. In 2027, the required 90% of the community to pass an amendment will drop to 70%.
 2. Would like the community to offer any suggestions they may have on deed restrictions to the BOD for possible inclusion in the proposed amendments.
 - a. Email any proposed amendments to the BOD at bod@fawnridge.org
- b. Community Border Wall – Updates and Cleanup Plans
- i. President Racine states that will should be complete within 10 days. Stucco being completed and painting.
 - ii. If you see issues, email the board immediately so we can put on our punch list to ensure it is taken care of before the project ends. Very little recourse once project is complete.
- iii. Cleanup Date TBD, email to community to assist work crew.
1. Question from Grace Will someone pickup up the sand along FRB by Exposition?
 - a. President Racine states that the Contractor should pick up and will bring an extra dumpster for community trash (all items).
 - b. Director at Large Castro mentions that workers were spreading sand and is concerned it will affect the grass. President Racine to discuss with landscaper to see if this will create an issue.
- c. Entrance Sign Redesign
- i. President Racine has easement agreement from homeowners.
 1. If we can't get sign in, the easement agreement is over.
 2. Will probably take 6 months.
 - ii. Bad news: Variance to put sign there won't happen because it is marked for utility and the County won't give us permission as long as it is marked accordingly.
 - iii. One option is to ask the County to vacate the property. This would allow us to remark the area so utility lines cannot go under.
 1. Permit person is aware and will not give us a permit, as is.
 2. This is a longer, more expensive process and means that we cannot go with the initial variance estimated at \$9000. We would have to pursue the process to get the County to vacate for utility easement at an approximate cost of \$16,900. We pay first and get reimbursed.
 3. IF they vacate, we can move forward right away.

4. County will have to survey the area again to ensure nothing is underneath. Previously someone marked area but the garden was clear. Leaning on Ken Hagan to provide support. Need map to be redone.
 - a. May have nothing in the area we want to use, but if something is discovered, then may be additional cost to move/remove.
 - b. All major utilities have to be notified.
 - c. Need to get an up-to-date survey done to ensure that what we send to the county is accurate and can move forward.
- iv. President Racine's ask Map from Jim Desmond; needs the county email address that sent the original placement so we can use leverage to get our sign here. Director at Large Castro stating that map came from the Hillsborough County site, it did not come from an email address. So, we cannot pursue the request through email.
- v. Westside Entrance Sign – Update
 1. Completion by EOY but actual end date is March 2025.
- vi. Vote:
 1. Motion – President Racine motions to move forward with plan detailed above to request county to vacate and community can pursue sign placement.
 2. 2nd – VP Renshaw
 3. Discussion:
 - a. Director at Large Castro requesting better breakout on the cost.
 - b. President Racine will request additional detail
 4. All those in favor: President Racine, VP Renshaw, Secretary Coxwell
 5. Opposed: Director at Large Castro
 6. Absent: Treasurer Walsh
 7. Motion passes.
- vii. Eastern Sign Reimbursement – Update
 1. Property Manager Clark to follow up with county. We have submitted everything but not paid yet.
- d. Beautification Committee – Establishing Committee
 - i. Jade Skarda has come up with a policy for the Beautification Committee and what their role is and responsibilities:
 1. President Racine READS JANE's POLICY NEED JANE's POLICY to enter HERE
 - ii. Discussion
 1. Budget – Beautification Committee will not have separate budget line, projects will tie into where original project budget resides.
 - a. i.e., Mulch under landscaping, Christmas decorations, etc.
 - b. Projects would be presented to the board for approval. Make recommendations. Budget will come from existing line items, not a new budget.

- e. Vote:
 - i. Motion – President Racine motions to establish the Beautification Committee with Jade Skarda as chairperson.
 - ii. All those in favor – President Racine, VP Renshaw, Director at Large Castro, Secretary Coxwell
 - iii. Absent – Treasurer Walsh
 - iv. Abstentions – 0
 - v. Motion passes to establish Beautification Committee with Jane Skarda as chairperson.
 - vi. Note: President Racine to create official Fawn Ridge email address for Jane.

6. New Business

- a. Landscaping Plans – President Racine states that he wants to get ratification of Nature Sprouts proposal in order to spend budget on landscaping. This will help clean up after wall project. Trying to stretch any landscaping we do now into 2 seasons since we lost funds last year. Will help with mulch source and community will help with community members.
 - i. Phase 1 – Irrigation Repairs (Exposition/Galena)
 - ii. Phase 2 – Add garden bed and irrigation near sign, plant flowers and mulch the entrance. Protect and improve look.
 - 1. Citrus Park and Fawn Ridge □ flower bed to be revamped because it continues to flood. Shrink flower bed and increase # of trees. Will eventually connect to new flower bed/sign area.
 - iii. Phase 3 – Irrigation Repairs (Breland)
 - 1. President Racine had the sprinklers evaluated and they are not broken but does need repairs, specifically the controller and leak needs to be repaired but completely usable.
 - iv. Phase 4 – Mulch Breland Pine Garden Bed
 - 1. President Racine recommends a small retention wall.
 - v. Board has discussed landscaping plan
 - vi. Vote:
 - 1. Motion - President Racine motions to approve expenditure for landscaping.
 - 2. 2nd – VP Renshaw
 - 3. All those in favor – President Racine, VP Renshaw, Director at Large Castro, Secretary Coxwell
 - 4. Absent – Treasurer Walsh
 - 5. Abstentions – 0
 - 6. Motion passes for expenditure for landscaping.

- b. Social Committee – Summer BBQ
 - i. President Racine has spoken with 2 community members regarding BBQ □ Michelle Williams and with Judith Eaves to come up with plan for summer BBQ.
 - ii. BBQ will be at the park, the plan is to pay to cater so we're not cooking, snacks & drinks will be purchased from from Costco. We will have a DJ, 2 bounce/water inflatables, Kona Ice truck. Planning for ~150-200 attendees.
 - iii. \$3500 estimate on \$5000 budget.
 - iv. Michelle further proposed a plan for 5 "Fun Fridays" for approximately \$1100. Where the community kids could get together for an activity at the park on selected Fridays. Need to vet further details.
 - v. There is still money left over in budget for National Night Out (October) and Christmas Light Contest
 - vi. Movies in the Park has come up again. President Racine notes that the County has to be aware and approve.
 - 1. Board to do some more work here.
- c. Road Resurfacing – Updates provided by President Racine.
 - i. Whole community except FRB and Exposition (main) will be resurfaced in 4 phases.
 - ii. Will take a little longer because they're milling roads down and resurfacing, so they will last longer.
 - 1. Support from Ken Hagan to get this project initiated
 - 2. Asking community to send "thank you's" to Mr. Hagan's office to help create good will for future projects.
- d. ARC Committee – Jeanne Gorecki
 - i. Guideline Revisions
 - 1. Discussion about guidelines. Aprons for driveways, etc. Jeanne to discuss with committee to advise on any changes, clarifications, etc. that we think are needed for ARC modifications.
 - a. Suggestion: Extend aprons, etc.
 - 2. Conversation around specific apron/driveway violations. Notify Property Manager Clark of and issues to refer to ARC Committee and fining, if necessary.
 - 3. Grace recommends sending out an email blast with the driveway/apron policy.
 - 4. Denise working on list of addresses are grandfathered.
 - 5. President Racine wants to set meeting with board and ARC to discuss further.
 - ii. Board Member Attendee □ VP Renshaw will now attend the ARC committee meeting.
 - 1. IF the ARC is missing any members, contact board.
- e. Watch Committee – Jeanne Gorecki
 - i. National Night Out Free Child ID Kits
 - ii. Email blast to come

7. Ongoing Business

a. Violations – Report/Fining/Schedule

- i. List of 2 homes ready to be referred, Property Manager Clark to reach out to house with multiple trailers on Sunvale. If not removed Friday, this one will be referred.
- ii. Director at Large Catro requesting 3-4 minutes. Given 1 minute by President Racine due to having time at the beginning of meeting to address this issue and due to meeting already running late with library closing soon.

iii. Director at Large Castor's Request to Add Statement and Motions to the Meeting Minutes with Regards to:

1. The board continues to receive legal opinion through the email service from the property manager. There is no distinction as to origins of the opinion with exception of the name of name of counsel typed in by the property manager at the bottom of the email. There is no context provided with regard to how the inquiry into the condition or legal issue was provided.
2. Was the question posed to incite an option that is liberalized to provide for an alternative objective or was it asked in a manner that would promote a more "by the book approach?"
 - a. Example:
 - i. "How can we best ensure that the members of the association comply with specific restrictions?"
 - ii. "Hey, you, how can we provide more leeway without boldly breaking the rules?"
3. In order to best understand the perspective shared in the legal opinion one must understand how the inquiry was made to counsel.
4. How to resolve:
 - a. Specific working of the questions to counsel should be either approved by the board before submitting or at very least provided as a preamble within the legal opinion given by counsel.
 - b. The email or written response/opinion from attorney should be on his/her own letterhead.
 - c. Example – Attorney's response and opinion should read:
 - i. I was asked to provide an opinion on (the subject matter with regards to the action contemplated by the board).
 - ii. The board is looking to do X
 1. The questions posed are A,B,C
 2. Other factors that I think they should consider are D, E, and F.
 - iii. Provide options and possible consequences to options.

5. What I am asking for is standard operation procedure. What er are given now is below standard. There should be no difference in cost. The legal communications that we are receiving lacks formality. They are being presented in a manner that does not provide lawyer accountability and makes it hard to prove legal malpractice.

6. Director At Large Castro Motions – All communications/responses from legal counsel with regards to information sought on Board policy, compliance enforcement, contractual obligations and any other inquiry where different perspectives can be argued shall be answered by counsel on his/her letterhead and will include the context of the initial question posed by the board with the primary objective sought by the board.

7. 2nd – None

8. No Vote conducted.

b. Community Maintenance

8. Reports: Limited to (4) four minutes each.

- a. Treasurer – Danielle Walsh
- b. Architectural Committee – Jeanne Gorecki
- c. Neighborhood Watch – Jeanne Gorecki
- d. Fining Committee – Anne Westmoreland
- e. Social Committee – Open Seat
- f. Web and Communication Committee – Evelyn Knoll
 - i. Will meet with President Racine to update website
- g. Beautification Committee – Jade Skarda
 - i. Would like to put survey out for committee members and other items for Beautification Committee to attend to.
- h. Property Manager – Camilo Clark

9. Next Meeting

- a. Date: June 12th, 2024 @ Maureen B. Gauza Public Library and Zoom Board to discuss possible change in date of next meeting.
- b. Time: 7:00PM-8:30PM

10. Adjournment

- a. Motion to adjourn: President Racine moves to adjourn April BOD meeting.
- b. 2nd – VP Renshaw
- c. Ayes have it. No opposition. No abstention.
- d. Treasurer Walsh absent for vote.
- e. Meeting adjourned at 8:35PM

