

**SAWMILL LAKES MAINTENANCE ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
May 13, 2008
AT SAWMILL LAKES CABANA
PONTE VEDRA BEACH, FLORIDA**

Present: Hal Hitch, presiding and Directors, Diana Rawle, Rick Cantwell, Tom Murta, Kim Allerton

Committee Members: Mike O'Connor

May Management: Patti Brown

Recording Secretary: Lynne Sopchak

ESTABLISH QUORUM/CALL TO ORDER: Hal Hitch recognized a quorum of the Board was represented and called the meeting to order at 6:03 pm.

APRIL 8, 2008 MINUTES: The Board approved the minutes from the April meeting.

FINANCIAL REPORT: Diana Rawle reports that there is \$2,000 surplus in the budget, with a YTD surplus of \$8,200. Some of the surplus results from accounting procedures which do not reflect an actual funds surplus. These will even out as the year proceeds, and she requested that May Mgt. accounting procedures be changed to correct them. No additional information to report, the budget is on track for the year.

Hal inquires about the ARC fees, specifically regarding the expenses billed by Toby.

Discussion ensued regarding this line item continually being over budget. Patti Brown replies that a portion of that line item includes Toby's administrative assistant fees.

Diana responds that she will inquire further to these fees.

Hal comments that the Recreation Center line item is higher than normal; Patti responds that the mulch had recently been replaced.

Hal asks Patti if she has determined which irrigation systems use reclaimed water vs. fresh water; she responds that she has not determined that to date. Diana comments that an analysis is needed to see what areas of the community are experiencing an increase in usage and/or rates. Patti will provide additional data.

Hal makes a motion to approve the Financial Report. The motion is seconded and approved.

MANAGER'S REPORT: Patti reports that Simplex will replace the locks on the Cabana restrooms within the next 4 business days. She is uncertain if there is a warranty on the new locks.

Two proposals were presented to the board in regard to the slipping asphalt at the south entrance. The board indicates that the scope of the work was not as anticipated.

Rick Cantwell will call Duval Asphalt and Vallencourt to clarify the scope of the work and will email the results to the board. He indicates the community will have to be notified that the south entrance will be closed for this repair, and that it will be postponed until school is out for the summer.

At the April meeting, the board requested two signs for the park and for the reporting of damage or disrepair. Only preliminary quotes have been obtained to date.. The board requests that Patti proceed with this project and produce a proof of each sign.

Hal asks that the notes section of the CCR report be expanded to indicate continued inspection leading to resolution of each issue. Patti explained that the CCR report is a May Mgt. internal report which is not designed to be used that way, but she will try to get more notes and updates into the report.

Patti reports that the community board at the south entrance appears to have been vandalized. The board requests that both signs be cemented into place.

Patti reports that the May Management recommended maintenance schedule has been completed. A discussion ensued regarding the hiring of a maintenance man for the community. Following discussion it was determined that the current maintenance arrangement will be continued unless a resident or other cost effective alternative is identified.

It was requested that Patti arrange an onsite meeting with the pool maintenance company.

PRESIDENT'S REPORT: Hal opens his report with discussion regarding the ARC Committee. He recommends that the ARC meeting date be moved to occur before the Board meeting each month. The ARC Guidelines have been under discussion; it has been determined that key areas need clarification. The ARC will meet May 8, 2008 to decide these clarifications.

Hal makes a motion that the board supports the new recommendations from the ARC following the May meeting. The ARC will submit their changes and the board will approve via email or at the next meeting. The motion was dropped.

Hal asks Patti who follows up on the cleaning service at the Sawmill Lakes clubhouse. She answers that May Management is responsible for this. Hal requested additional supervision for this issue.

Hal indicates the update to the Community Reserve Study, conducted by Dreux Issac and Association will be completed in July.

Hal asks Patti about the guidelines for utilities accessing their easements within Sawmill Lakes. The Board is not pleased with the recent restoration work left by ATT. Tom states that the board must pursue this issue. Hal asks May Management to send a notice

to ATT that their subcontractor has done inferior work at Sawmill Lakes and that corrective action is required.

UNFINISHED BUSINESS:

1. Maintenance Schedule and Calendar completed.
2. Directory: Diana and Kim will pursue placement of advertising in the directory. It is agreed to hire the Administrative assistant for data input.
3. Security: A digital camera system quote is pending.
4. Community Security Patrol: Hal urges action on this issue. Diana requests that the Board determine the amount of coverage desired so that a request for quote can be generated. The budget contains \$1,500 for this service. Tom Murta made some specific recommendations Tom will coordinate expectations and present a rubric for coverage.
5. The new pool furniture is due to arrive within 3 weeks.

NEW BUSINESS:.

1. Hal reports that the property between waterfront houses and the water is privately owned and fishing is prohibited. Fishing is allowed in the community areas off of the main roads.
2. Todd Lake, owner of Ace Designs , presents his ideas for replacement signs for the community. He recommends the use of polyfoam, not wood, for durability. His sign will require minimal annual maintenance, repainting every 4-8 years and is repairable. He indicates that even granite will fade and need buffing. In addition, the current wall (fence) could not support a granite sign. Mr. Lake recommends that we invest in a large sign for the north entrance and a smaller version for the southern entrance. He anticipates the production time to be 3 months. He will produce a prototype if the board would like a proof. Kim requests a formal proposal to include design, installation, maintenance contract, and warranty for two signs.

Hal asks if the board is required to request a quote from another company. Patti responds that she has one from another sign company and it is higher than Mr. Lake's estimated cost, so no additional quote is required. Tom indicates that since the owner of a sign company is a resident, they should have an opportunity to quote the job, and it was agreed to get a comparable quote.

COMMITTEE REPORTS:

1. ARC -none
2. Civic Affairs – Angela Diaz’s Chmn Report:
5 On May 12, the Palm Valley Community Association had a candidate forum, Cindy Stephenson was present. I am pressing Cindy Stephenson to get the section of road in front of SML designated as a constrained roadway which would prevent the county from widening it. I am not certain if it would reduce the speed limit. I pressed Cindy to ensure the \$5.5 million goes towards road improvements (sidewalks, etc) in front of SML. The money should be available this year. I asked her to have the county start drawing up plans now so that we can begin improvements once it is available. Letters to the commissioners from residents expressing their desires for safety improvements (egress and ingress, slower speeds, multi-purpose paths, etc) would support this effort. This is an election year and it is our best opportunity to get what we ask for.

There is nothing to report from the Coalition meeting.

The Palm Valley Boat Parade (Dec 13th, 2008) committee is trying to get more entrants and prizes. Someone in the community suggested we have a Sawmill Lakes Boat(s).

Action: Can we add a link from the SML website to the Palm Valley Community Association's web site? And can I post information on the SML website from the Palm Valley Community Association if it pertains to our residents such as the candidate forum held last night.

Note: The board approved these requests.

3. Communications – none
4. Community Affairs – none
5. Covenant Enforcement -none
6. OM&W - none
7. Landscaping - none
8. Safety and Security -none

OPEN FORUM – Officers from the St. Johns County Sheriffs Department have been visiting Homeowners Associations to establish contact and support these communities. Lt. George Clark is present at this meeting to discuss any concerns within Sawmill Lakes. The board reviewed the common concerns of vandalism, speeding, running stop signs, car break-ins, and parking near intersections. Diana asks if more car break-ins are present in ungated communities. Officer Clark responds that it is somewhat equal, and that a recent incident in a gated community was conducted by residents. Rick asks if the traffic laws are the same within our private community as on public roadways. Officer Clark

affirms this statement. Discussion ensued about other activity in in and around the community center. Diana asks for a recommendation about who should be viewing our security camera tapes; the officer responds that to maintain the chain of evidence, the President and VP of the board should be responsible for viewing the tapes. Hal indicates that Sawmill Lakes has been considering hiring an outside security patrol to assist with community issues. He raises the question; can an outside security patrol call the county for "back-up"? The officer replies that this is not a usual situation, but this statement has since been corrected by the SJSO to indicate that this process is established. The question is asked if the county can provide patrol to ticket those parking too close to stop signs within the community, which poses a traffic hindrance and safety issues. Officer Clark indicated that warnings and tickets can be issued to help reduce the problem. The question is asked if officers can issue citations for on street parking. He indicates that it is a Sawmill Lakes covenant that limits street parking, not a county ordinance. His officers can issue citations for parking on both sides of the street which impedes emergency vehicles. Many of these issues and concerns are covenant restrictions, over which they have no control. The issue of children driving golf carts is raised. Officer Clark responds golf carts that are not street legal should not be in the road or driven by children. Any street legal golf cart must be driven by a licensed driver, and SML is not authorized for street legal golf carts. The sheriff's office can be called to respond to this type of activity, as they are very concerned with safety in those Situations, as is the Board. Kim asks if officers can be placed at the base of the bridge to curtail speeding. Diana asks if a traffic study can be conducted to study the speed trends past the south entrance. The officer responds that both requests are possible

MEETING IS ADJOURNED at 8:40 pm.