

# UNOFFICIAL DRAFT MINUTES

*To Be Approved at the Next BOD Meeting  
Greenleaf Village Homeowners Association, Inc.*

*Board Meeting | July 12, 2016*

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**Board Members:** James Cook | Sandra Butler | Kagin DiBella

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|                               | <b>Item:</b>  |
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| <b>CALL TO ORDER</b>          | Meeting called to order at 6:00 PM (Small Meeting RM – Welcome Center)  |
| <b>ESTABLISH QUORUM</b>       | Quorum established  |
| <b>PROOF OF NOTICE</b>        | Notification of meeting in compliance; notice posted on message board.  |
| <b>BOARD MEMBERS PRESENT</b>  | James Cook, Sandra Butler, Kagin DiBella  |
| <b>MANAGEMENT PRESENT</b>     | Denise Wallace, BCM Services  |
| <b>HOMEOWNERS PRESENT</b>     | 5 Homeowners present  |
| <b>REVIEW/APPROVE MINUTES</b> | Sandra Butler made a motion to approve 4/11/2016 Board Meeting minutes. Second by James Cook, Approved 3 – 0.   |
| <b>COMMITTEE REPORTS</b>      |   |
| <b>FINANCIAL</b>              | The Board was updated and on budget for the year  |
| <b>LANDSCAPE</b>              | There was discussion regarding the following items: <ul style="list-style-type: none"><li>● Doggie Bins have been improved</li><li>● Slide has been replaced</li><li>● Fence Caps have been ordered (Several will be on hand)</li><li>● Palm Tree has been replaced</li><li>● Street Trees in front of homes are homeowners responsibility to trim &amp; maintain</li><li>● Pricing for street tree replacement has been gathered and will be explored further</li></ul>  |
| <b>ARB</b>                    | There was a discussion on the following ARBs: <p>27 Prospect Lane - fence variance. Discussed that the fence must tie in on the back corner of existing fence and proceed to angle at mid house with 4 feet off property line. Motion for approval by Sandra Butler. Second by James Cook. Approved 3 – 0.</p> <p>18 Whistler – Side Fence. Discussed that a 4 Foot variance from Building Restriction Line. Motion by Sandra Butler. Second by James Cook. Approved 3 – 0.</p> <p>44 Breezeway – Composite Roof. Board addressed composite roof request. Exception will be made on a case by case basis. Motion by Sandra Butler. Second by Kagin DiBella. Approved 2 – 1.</p> |

697 Cross Ridge Road ARB requests. Request for a side yard stone path was denied. Motion by Sandra Butler. Second by James Cook. Denied 3 – 0. Request for expansion of flower bed by 4 feet was denied but conditional approval of the bed expansion of a maximum of 2 feet only. Motion by Sandra Butler. Second by James Cook. Denied 3 – 0. Request for a play structure was approved but must be maintained. Motion for approval by Sandra Butler. Second by James Cook. Approved 3 – 0.

104 Brookline Trail – Patio & Fire pit. Request is withdrawn due to incomplete paperwork, no survey and no dimensions. Motion for approval by Sandra Butler. Second by James Cook. Approved 3 – 0.

Pergola covers must be maintained with no fading or worn out spots. It should be in neutral colors as well as the cloths/ retractable should be in neutral colors. Motion for approval by Sandra Butler. Second by James Cook. Approved 3 – 0.

Other Issues discussed were Mailbox #27 that does not have a concrete pad. The Developer will be contacted

141 Brookline Trail – stone pathway & drainage. Conditional approval for side stone pathway with drain flow is not independent. Motion for approval by Sandra Butler. Second by James Cook. Approved 3 –0.

Above ground pools are not approved.

Fountains or sculptures can be a maximum of 2 feet for the front yard and large ones will be acceptable in the back. Need prior approval with an ARB request.

## **OPEN FORUM**

The following items were discussed:

- Discussed parking on streets and homeowner will need to call the non-emergency number for St Johns Sheriff Office at (904) 824 8304.
- JEA light pole issues, can be called into BCM services but please provide street and the light pole number which is located on the pole.
- All dogs shall be on leash due to county ordinances. Please call the local Animal Control.
- Mailbox keys are the homeowner's responsibility. If keys are lost or stolen, please contact a locksmith to replace.
- Commercial vehicles are not prohibited to park in driveways or streets. Any Covers or magnets are not allowed. Motion for approval by Sandra Butler. Second by James Cook. Approved 3 – 0
- Golf Carts are to be electric only and driven by properly licensed drivers only.

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## **ADJOURNMENT**

There being no other business, Meeting adjourned at 7:53 P.M



**HOMEOWNERS PRESENT:**

| <b>NAME</b>         | <b>ADDRESS</b>  |
|---------------------|-----------------|
| JAN ALBERS          | 337 HOWLAND DR  |
| CATHERINE SCHURMANN | 44 BREEZEWAY CT |
| SARAH DEMOVILLE     | 290 HOWLAND DR  |
| AMBER GEARHART      | 562 HOWLAND DR  |
| VERA STEGMAYER      | 400 CAMERON DR  |