



Cunningham Creek PLANTATION

A Deed Restricted Community

CCPPOA Board of Directors Meeting

Monday, October 27, 2014 at Celebration Lutheran Church

MINUTES

Quorum Established: Meeting called to order at 6:05p.m. By Michael Kennedy

Acknowledgement: Offered by Michael Kennedy – Official meeting has been posted as all governing documents require any CCPPOA business that may have taken place prior to this meeting is now recognized, and hereby adopted.

Attendance: (Board Members)

Michael Kennedy, Linda Stuart, Bob Bevans-Kerr, Keri Chapman, John Ellison, Carmen Mazzeo (Signature Realty), Shirl Zwick (Signature Realty)

Megan Renner (Community Volunteer), Gregory Dunn (Senior Forester, St. Johns County), Ileana Morales (Resident Lake Cunningham)

Gregory Dunn – Gave presentation on “Why/How fires start.” There have been past fires on Roberts Rd. The pool area has dense pine trees and can cause fires. There should be 30-35 feet of defensible space to defend homes. Trees on Lake Cunningham and pool need to be cleared out and trees thinned. There is a form that all homeowners will need to sign regarding the burning of debris as this is the preferable method of clearing the area.

Bob Bevans-Kerr – motion to encourage Gregory Dunn to make a formal draft proposal for Board to review and approve regarding the clearing of debris. This can be submitted to the Board in 2 months.

John Ellison – 2nd the motion

All in favor – motion passed.

Review of Prior Minutes: September, 2014 minutes approved.

Motion to approve: First, Linda Stuart, Second, John Ellison

President’s Report – Michael Kennedy

- Review of general guidelines to make sure everyone has a change to speak.
- Homeowner’s questions and concerns will be addressed at the end of the meeting.



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Treasurer's Report – Bob Bevans-Kerr

- Review of September financials
- Review of summary report of aged owners balances. Only had “2” homeowners pay principal balance and waive interest fee.
- Discussion regarding raising dues \$9.00 d/t budget increase, and then to add the reserve study. John Ellison – recommends splitting community events with Holiday decoration.

Secretary's Report – Keri Chapman

- Holiday decorations will be put up and taken down by Bob Huston this year. There is a current contract in place for Bob Huston to put up and take down decorations which expires at the beginning of January, 2015. Bob Bevans-Kerr, motion to have community volunteers put up and remove Holiday lights next year. John Ellison – 2nd the motion. Linda Stuart will store the Holiday wreaths and lights in her shed. All in favor – motion passed.
- There is a problem with the electrical outlets and John Ellison will meet with electrician.
- Vandalism/theft. There is not an active neighborhood watch. Michael Kenney recommends contacting community activists in St. Johns County to give recommendations on what can be done besides calling the Sheriff.

AGL – Linda Stuart

- Proposal to change AGL's. Review each amendment individually and vote on each one.
- #3 – Dimensions of free standing structures. There is at least “1” structure currently that is over 8 x 10 x 8. Linda will rewrite the proposal from stating dimensions of 12 x 14 x 8 to state 168 square feet with 8 foot height and 4/12 pitch roof. Motion to accept – Linda Stuart, 2nd – Bob Bevans-Kerr, all in favor – motion passed.
- Bob Bevans-Kerr question to Signature Realty if there are any problems with changing the shed dimensions, and Shirl Zwick will be looking into this.
- #4 – Metal sheds – No corrugated metal sheds will be allowed of any size. Metal sheds that have been erected without approval are in violation. John Ellison – motion to recommend a guideline of 80 square feet and below, that the structure will match the color of the house but will not be metal. Keri Chapman – 2nd the motion. All in favor – motion passed.
- #5 – Proposal – 168 square feet, 8 foot maximum, inside wall height with 4/12 pitch. Paint must match house. No corrugated sheds will be approved. Motion to vote – John Ellison – 1st, Linda Stuart – 2nd. Motion passed.
- Michael Kennedy recommends revisiting #7 at the next meeting. Motion to accept – John Ellison, 1st, Keri Chapman, 2nd.



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Committee Report – Carmen Mazzeo

- Carmen passed out Lake Cunningham report
- Draft minute recommendations will be sent to everyone along with foreclosure procedure forms.
- Carmen will e-mail entire violation list to all board members. 660 homes total and “40” homes that continue to show up on the violation list. The summary of violations was handed out to Board Members.

Maintenance – John Ellison

- John will obtain quote for trespassing signs from Carmen. Repair and update trespassing signs near all lakes.

Website: Megan Renner

- People in community have commented on wanting extended sidewalks in the neighborhood put in.
- Speeding has increased.
- People want to come to board meetings but are unable to make the 6p.m. time frame. Discussion regarding beginning meeting at 7 or 8 p.m. No decision made at this time.

Michael Kennedy discussed a “Wish List”

1. Bus stop shelter
2. Sprinkler system/well
3. Sidewalk extension
4. Speed bumps
5. Maintained cul-de-sac circles
6. New monuments with low maintenance
7. Re-landscaping to eliminate some flowers to lower maintenance cost.

Adjournment:

Motion: Offered by Michael Kennedy at 9:35 p.m.

First, Bob Bevans- Kerr Second, Linda Stuart

Cunningham Creek Plantation Property Owners
Balance Sheet
As of 09/30/14

ASSETS

1010	Cash Checking - Operating	\$	12,553.98	
1070	Cash -Money Market RBC		164,884.77	
1310	Accounts Receivable		69,456.03	
1340	Allowance for Doubtful Account		(36,994.64)	
	TOTAL ASSETS			\$ 209,900.14

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LIABILITIES & EQUITY

CURRENT LIABILITIES:

3050	Future Lien Releases Payable	\$	350.00	
3310	Prepaid Owner Assessments		442.06	
	Subtotal Current Liab.			\$ 792.06

RESERVES:

	Subtotal Reserves			\$.00
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EQUITY:

5510	Prior Year Net Inc./Loss	\$	146,253.31	
	Current Year Net Income/(Loss)		62,854.77	
	Subtotal Equity			\$ 209,108.08
	TOTAL LIABILITIES & EQUITY			\$ 209,900.14

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**Cunningham Creek Plantation Property Owners
Assoc**

Income/Expense Statement
Period: 09/01/14 to 09/30/14

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
INCOME:								
06310	Assessment Income	(5.00)	.00	(5.00)	168,157.40	168,300.00	(142.60)	168,300.00
06340	Late Fee Income	(403.13)	600.00	(1,003.13)	8,188.83	8,250.00	(61.17)	10,000.00
06370	Owner Coll Cost - do not use	.00	.00	.00	(522.11)	.00	(522.11)	.00
06910	Interest Income	28.90	20.83	8.07	225.15	187.47	37.68	250.00
06920	Misc. Income	.00	16.67	(16.67)	.00	150.03	(150.03)	200.00
06930	Allowance for Doubtful Accts	.00	.00	.00	(2,213.60)	(2,213.60)	.00	(16,000.00)
	Subtotal Income	(379.23)	637.50	(1,016.73)	173,835.67	174,673.90	(838.23)	162,750.00
EXPENSES								
General & Administrative								
07010	Management Fees	2,260.85	2,195.00	(65.85)	20,018.40	19,755.00	(263.40)	26,340.00
07020	Tax Prep Fee	.00	.00	.00	525.00	500.00	(25.00)	500.00
07140	Corporate Report	.00	.00	.00	61.25	60.00	(1.25)	60.00
07160	Legal & Accounting	.00	.00	.00	340.74	400.00	59.26	1,500.00
07250	Meeting Expense	25.00	25.00	.00	247.47	250.00	2.53	300.00
07260	Postage & Mail	.00	.00	.00	713.09	714.00	.91	2,500.00
07270	Reserve Study	.00	.00	.00	.00	.00	.00	3,300.00
07280	Other Misc. Expense	.00	.00	.00	179.00	.00	(179.00)	.00
07290	Insurance - General	.00	.00	.00	6,411.52	6,200.00	(211.52)	6,200.00
07300	Owner Collection Cost	.00	.00	.00	(326.28)	.00	326.28	.00
07320	Office Supplies	31.70	31.70	.00	669.22	831.70	162.48	1,500.00
07400	Copies	.00	41.67	41.67	121.19	375.03	253.84	500.00
07420	Community Events - General	.00	.00	.00	1,450.00	1,500.00	50.00	2,000.00
	General & Administrative	2,317.55	2,293.37	(24.18)	30,410.60	30,585.73	175.13	44,700.00
Landscaping								
08510	Landscaping Contract	2,850.00	2,850.00	.00	25,650.00	25,650.00	.00	34,200.00
08511	Landscape Maint - General	347.62	347.62	.00	697.62	647.62	(50.00)	800.00
08516	Lake Algae Contract	2,010.00	2,083.33	73.33	18,090.00	18,749.97	659.97	25,000.00
08517	Flowers - Annuals	.00	.00	.00	7,753.50	5,000.00	(2,753.50)	5,000.00
08518	Mulch, sod	.00	.00	.00	1,500.00	4,000.00	2,500.00	4,000.00
08520	Irrigation Repairs	.00	.00	.00	2,438.16	2,000.00	(438.16)	2,000.00
08525	Storm Water Repairs	.00	.00	.00	.00	.00	.00	500.00
08530	Tree Maintenance	300.00	.00	(300.00)	1,410.00	500.00	(910.00)	500.00
	Landscaping	5,507.62	5,280.95	(226.67)	57,539.28	56,547.59	(991.69)	72,000.00
Utilities								
08910	Electricity	922.35	1,000.00	77.65	8,354.99	9,000.00	645.01	12,000.00

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Period: 09/01/14 to 09/30/14

Account	Description	Current Period			Year-To-Date			Yearly Budget
		Actual	Budget	Variance	Actual	Budget	Variance	
08911	Water & Sewer	1,973.95	1,583.33	(390.62)	11,240.23	14,249.97	3,009.74	19,000.00
	Utilities	2,896.30	2,583.33	(312.97)	19,595.22	23,249.97	3,654.75	31,000.00
Maintenance								
09140	Fencing Repairs	.00	.00	.00	765.00	500.00	(265.00)	500.00
09190	Lights Maintenance	.00	.00	.00	142.76	150.00	7.24	400.00
09200	Maintenance Labor & Supplies	.00	.00	.00	1,042.15	400.00	(642.15)	400.00
09220	Signs - Repairs	.00	.00	.00	1,485.89	1,000.00	(485.89)	1,000.00
	Maintenance	.00	.00	.00	3,435.80	2,050.00	(1,385.80)	2,300.00
	TOTAL EXPENSES	10,721.47	10,157.65	(563.82)	110,980.90	112,433.29	1,452.39	150,000.00
	Current Year Net Income/(loss)	(11,100.70)	(9,520.15)	(1,580.55)	62,854.77	62,240.61	614.16	12,750.00
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Cunningham Creek Plantation Property Owners
Assoc

AGED OWNER BALANCES: AS OF Sept. 30, 2014
STREET ORDER SEQUENCE

* - Previous Owner or Renter

ADDRESS	NAME	CURRENT	OVER 30	OVER 60	OVER 90	TOTAL	STATUS
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REPORT SUMMARY

CODE	N/A	DESCRIPTION	ACCOUNT #	CURRENT	OVER 30	OVER 60	OVER 90	TOTAL
A1		Assessment	1310	0.00	0.00	80.00-	38046.44	37966.44
01		Late Fees	1310	0.00	0.00	0.00	4426.85	4426.85
03		Collection Fees	1310	0.00	0.00	0.00	1582.26	1582.26
04		Interest	1310	734.26	594.01	594.77	13230.88	15153.92
05		Attorney Fees	1310	73.88	0.00	0.00	5978.34	6052.22
09		Intent to Forcl	1310	0.00	0.00	0.00	225.00	225.00
10		Work Order	1310	0.00	0.00	0.00	175.00	175.00
11		CHAPTER 13	1310	0.00	0.00	0.00	341.09	341.09
12		LAWN MAINT	1310	400.00	318.25	495.00	2320.00	3533.25
GRAND TOTAL:				1208.14	912.26	1009.77	66325.86	69456.03

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	DELINQUENCY AMOUNT
01310	Accounts Receivable	69456.03
TOTAL		\$69456.03