

**ORANGE PARK COUNTRY CLUB OWNERS ASSOCIATION  
REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
ADMINISTRATION BUILDING  
April 21, 2009**

**MINUTES**

Tom Mackin called meeting to order at 6:30 PM. Quorum established.

**Board Members Present:** Tom Mackin, Frank Knafelc, Linda Sparks, Jim Cannon, Chuck Davis, and Rick Loftis. Todd Hite

**Homeowners:** Wilma Miller, Kim Wiggins, Rochelle Gassner, India Hendley.

**Minutes** of regular meeting of March 17, 2009. Motion made by Chuck Davis to accept the minutes as amended. Motion seconded by Linda Sparks, motion carried.

**Treasurer Report: Frank Knafelc**

Tom Mackin gave the Financial Report for Frank, stating that for the month we are under budget by \$6,269.00 and under budget for the year by \$21,397.00.

Tom reported on the bank locations for the allocation of reserve funds.

Linda Sparks moved that the financial report be approved as submitted. Seconded by Rick Loftis. Motion carried.

**Management Report – Susan Bailey**

1. Orange Park, like so many other communities in the area, suffered some damage to green areas and trees in a severe thunderstorm event the week of April 6<sup>th</sup>, with high winds and hail.
2. Since the last Board Meeting, we have sent out over 150 violation letters, most of which dealt with the dead grass and overall conditions of lawns following a difficult winter.
3. EWP Construction will repair the sinking area on the inbound side of Loch Rane Boulevard after two bids were submitted.
4. We have met with two contractors for the purpose of recoating the driveway at the Administration Building, and we will have bids for consideration.
5. The CEC will meet next month.
6. We have received notification of foreclosures and bankruptcies on some new properties. Precision Turf is also working from a list of homes to mow every other week to prevent eyesores in the Country Club.
7. ARB met on April 2. One submittal was considered.
8. During regular inspections, we noted that the wood fence at the end of Feather Oaks Drive has again been damaged by vandals. At the Board's directive we will have MLM personnel make repairs.
9. The annual inspection of the backflow pressure valves by Dolphin revealed that some new pressure valves were needed at two of the locations. The estimate for \$650 was approved so that the repair report can be forwarded to Anna Doratt at the Clay County Utility Authority can file a completed inspection for 2009.

## **Committee Reports**

### **ARB – Chuck Davis**

Chuck reported that there was only one submittal for the past month.

Chuck gave the update on the progress for 661 Cherry Grove Road.

### **CEC: No Report**

Chuck Davis has a candidate for CEC, John Haas. Frank Knafelc moved to accept Jon Haas as Chairman of CEC. Todd Hite seconded the motion. Motion carried.

### **Landscaping – Tom Mackin and Chuck Davis**

Tom stated that the flowers are being changed out.

### **Rules – No Report**

#### **Steering – Frank Knaflec –**

Frank reported on the project at the four way stop that will be re-sodded and new plantings in all four corners and the median.

Susan reported on an incident that occurred at the gate involving a Process Server. The Server was not permitted to enter, after speaking with the Server; Susan referred the Server to the Loch Rane Office.

#### **Roads – Tom Mackin –**

Tom stated that the Board is watching the severity of the potholes on Loch Rane Blvd. and at the golf cart path.

#### **Ad Hoc Ponds and Land – Tom Mackin**

Tom reported that the committee is waiting for the report on the ponds from the St. Johns Water Management.

#### **Communication - Harry Hausman**

Harry reported that the site is being used and that the number of visitors is steady. It was suggested that with the upcoming mailout, there should be an insert asking owners to visit the site to update their email addresses in order to make blast mails in case of emergencies more effective.

## **Old Business**

### **Grant of Easement Update:**

Tom reported on the letter that he would like sent out to all homeowners. Tom also stated that he would like to have a meeting with all street captains explaining the procedure of the letter and voting so they will be prepared. The street captains meeting is set for April 28 at 6:30 P.M. and Chairman Wilma Miller will provide a list of current street captains.

### **New Business**

The proposals for the repair/resurfacing of the Administration Building parking lot from Hicks Asphalt and Repair Specialists were reviewed.

Phase I: to resurface or seal the parking lot, remove pavers and make 4 new parking spaces, re-striping and add 1 handicap space. After discussion it was decided to do Phase I as a repair item only.

Frank moved to accept Repair Specialists proposal. Chuck Davis seconded the motion. Motion carried.

### **Barcode De-activation:**

Susan passed out a handout to the Board, written by an attorney, for de-activation of barcodes within OPCC. After discussion and suggestions for changes in the letter Linda Sparks moved to approve the letter as amended. Frank Knafelc seconded the motion. Motion passed.

Susan reported on the second handout, a letter concerning alternative ways of collections, one being money judgments.

### **Owners Comments/Concerns:**

An owner spoke of her concern over the lawn at 925 Cherry Grove Road. Chuck Davis stated that the only thing the Association can do at this time is to cut the lawn of this property since it is in foreclosure.

It was decided by the Board that a letter written by the OPCC attorney will be sent to Loch Rane concerning the de-activating of bar-codes for OPCC residents.

**Meeting adjourned at 7:30 PM. Next meeting 05-19-09  
Respectfully submitted, Linda Sparks, Board Secretary**