

**THE WOODLANDS VILLAS AT RIVENDELL ASSOCIATION INC.**

**MINUTES OF THE BOARD OF DIRECTORS' MEETING**

**November 19, 2024**

The board of directors meeting was held at the Home of Ron Grinnell, 712 Anna Hope Lane. The meeting was called to order at 7:30 p.m. AM.

Board members present were President John Barron and Ron Grinnell, Treasurer, representing a quorum. Approximately fifteen owners attended.

Notice of the meeting was mailed to owners on November 4, 2024, sixteen days prior to the meeting. Meeting the requirements of the Association Documents and Florida Statutes.

A motion was made by John Barron and seconded by Ron Grinnell to approve the March 18, 2024, 2023, board meeting minutes. The motion passed unanimously.

The primary reason for the meeting was to adopt an operating budget for 2025 and a special assessment for hurricane-related cleanup.

There was no old business to present.

New Business

- 2024 irrigation repair expense –

NOTE: The Villas covenants provide that the HOA is only responsible for normal maintenance, repair and replacement of, and adjustments to any and all irrigation sprinkler heads. The installation maintenance, repair or replacement of all other irrigation components (including but not limited to valves, pipes, conduit lines, fittings, clocks and timers) are the responsibility of the owner.

We had budgeted \$3,600 for irrigation expense for 2024 based on the cost of head replacement incurred with BrightView in 2023. Through October 2024, irrigation repair expense totaled \$13,195. The board had been careful throughout the year to bill homeowners for costs unrelated to head replacement (wiring, valves, timers, irrigation lines). The increase in costs related to changing from 4" heads to 6" heads for damaged heads requiring replacement. According to TruScapes, this required some digging and installation of new filters, nozzles, nipples). However, most of the cost is related to labor for which we are generally charged one hour of labor at the rate of \$52 per hour. According to TruScapes, the 6" heads were needed to improve coverage. TruScapes attributed a portion of the increase in costs over 2023 to deferred maintenance. TruScapes had told us to expect the monthly costs to decline over the course of the year. So far, we have not seen this happen. TruScapes has been advised to no longer change out 4" heads for 6" heads without permission. There was a discussion about charging back to the individual owners the costs related to the 6" heads. However, because so many 6" heads had been installed throughout the community that charging them back to individual owners would have no net effect. Ron pointed out that the total basic monthly charges paid to TruScapes plus the irrigation expenses in 2024 were no greater than the basic monthly charges and irrigation expenses from BrightView in 2023. Essentially, the savings that we had planned on achieving in 2024 from changing from BrightView to TruScapes has been offset by the higher costs of irrigation repairs. A meeting with TruScapes is planned for December 16<sup>th</sup> to discuss this expense and how to keep it down in 2025.

- Past due accounts – As of October 31, 2024, we have three owners with balances totaling \$4,815 over 90 days. Two of these accounts have been referred to attorneys for collection and/or placing of liens.
- Oak tree trimming – We plan to trim the oaks in 2025 at a cost of approximately \$10,000.
- Replacement of dead sod – Dead sod is expected to be replaced by Dieter's on December 4<sup>th</sup>. TruScapes will set the irrigation to run every day for 30 days for the areas of new sod. There may be a second round of sod replacement based on any remaining areas of dead sod.
- Need for new directors – John advised the group that he will not be continuing beyond 2024. Ron indicated that he would take over the president's role and instruct another director on the duties of treasurer. If we have less than three directors there are two possible outcomes: (1) dissolve the HOA or (2) have the state appoint a third-party receiver who would likely charge several hundred dollars per hour and would cause the quarterly assessments to increase significantly. Ron indicated that he was reasonably confident that at least one new director can be identified prior to the annual meeting.
- Reduction in the scope of services - Based on concerns that have been raised over increasing assessments, there was a discussion of responsibilities the HOA might discontinue. An informal polling of the owners present at the meeting was conducted and the one service that most of the attendees agreed upon was the elimination of the HOA's responsibility for removal and replacement of dead plants and trees. This would result in a decrease in quarterly assessments of approximately \$82 from the 2024 budget and by \$60 from the approved 2025 budget (attached). Ron made a motion for the HOA to take the actions necessary to present such an amendment at our annual meeting in February. Ron's motion was seconded by John and passed unanimously. Until such time that such an amendment might be approved by 2/3rds of the owners, owners will continue to be responsible for payment of quarterly assessments based on the approved budget.

#### 2025 budget

The proposed 2025 annual budget sent with the meeting notice totaled \$135,582 (\$737 per home quarterly) compared with the 2024 annual budget of \$122,982 (\$668 per home quarterly, an increase of \$69 per home (10%). The single largest item accounting for the increase was the trimming of oak trees of approximately \$10,000 which occurs every three or four years.

Following discussion, a motion was made by Ron and seconded by John to set the 2025 budget at an amount equal to a 2.4% increase from the 2024 budget, resulting in an annual budget of \$125,582 and quarterly assessment of \$683. This required reducing certain expenses that were included in the proposed 2025 budget sent out with the meeting notification. The reductions in amounts budgeted for other line items to offset the cost of trimming the oaks included tree and shrub replacement (reduced by \$4,000), sod replacement (reduced by \$2,000), and the contingency (reduced by \$4,000). The motion to adopt the 2025 budget passed unanimously. The approved 2025 budget is attached

### Special assessment

A motion was made by John and seconded by Ron to have a special assessment of \$13,676 (\$297.30 per home) for the cost of cleaning up the debris from hurricanes Helene and Milton. The motion passed unanimously. The assessment will be due on or before January 31, 2025.

A discussion followed concerning actions to be taken in the event of a similar occurrence in the future. In such an event, owners will be encouraged to take debris, such as broken branches, to the street and allow either the county or the Rivendell HOA to take this debris away and ask TruScapes to only pick up any remaining debris left in the yards.

### Adjournment

A motion was made by John and seconded by Ron to adjourn the meeting at 10:17 P.M. The motion passed unanimously.