

*The*  
**RESERVE**  
AT JAMES ISLAND



**10961 Burnt Mill Road  
Jacksonville, FL 32256**

**Budget Meeting Minutes**

**December 19, 2019**

Board of Directors in attendance:

- Sheldon Gibbs, President
- Don Fagan, Vice President
- Matt Leamon, Secretary
- Jordan Henstra, Treasurer, via telephone
- Justin Portlock, Director

Lifestyles Property Services employees in attendance:

- Troy Lewis, LCAM
- Kim Lang, Acct/Asst Mgr/LCAM

**Sheldon Gibbs called the meeting to order at 6:05 P.M.**

**This meeting was properly noticed in accordance with the bylaw and statutory requirements 14 days in advance.**

**A quorum was present.**

**Approve Minutes**

Sheldon Gibbs motioned to approve minutes from last meeting, Justin Portlock seconded.

**Approval 2020 Budget**

Don Fagan motioned to approve 2020 Budget, Justin Portlock seconded.

Sheldon Gibbs motioned to establish a Finance Committee, to meet quarterly, to review association spending, Justin Portlock seconded.

**Open Discussion**

**Building Maintenance**

Building 7 (seven) having exterior lighting issues (Troy Lewis indicated Wallpacks possibly going out and will be checked on).

Building 11 breezeway lighting was mentioned as coming on late. Troy Lewis stated that all lights are on photo cells and come on a different times.

The islands at Buildings 4 (four) and 5 (five) where the dog walks 'street' light in going in and out.

Main entrance lighting should be enhanced.

The windows throughout the community will be re-caulked in 2020. Further discussion regarding the windows are all outdated and really should be replaced.

The roofing schedule was discussed with Building 7 (seven), 6 (six), and 14 or 12 going to be under contract in 2020.

### **Association Grounds**

Discussion on maintenance details for landscaping company.

Building 5 (five) re-sodding completed this week by landscape company.

Retention ponds (lakes) grass in ponds handled by lake maintenance company, not landscaping.

Fountains have three components to maintain useage, pump, motor and wiring. The costs to maintain and replace these components is lesser than entire fountain replacement.

### **Association Enhancement**

Discussion regarding pedestrian entrance gate at front of community should be more secure. It was noted the Southeast corner of the association is not fenced and installation of fencing would cause Special Assessment at this time.

Discussion about installing benches throughout the community; location, style and costs were conversed. Susan Oliver, Unit 911, offered to buy first bench.

Don Fagan motioned to adjourn the meeting at 7:08 P.M., Justin Portlock seconded.