

Cornerstone At Watermill

Board of Directors Meeting Minutes

April 11, 2018

The Cornerstone At Watermill Board of Directors meeting was called to order April 11, 2018 at 7:08 pm by Christine Vick, President.

Board members in attendance were Christine Vick, President; Victor Harris, Vice President, Robyn Robinson, Secretary; Pat Lafata, Board Member. Absent from the meeting was Frank Prestia, Board Member, and Olivia Fitch, PMSI.

The minutes from the March 15, 2018 meeting were reviewed and Christine Vick made a motion to approve the minutes with a correction to the spelling of Dan Foske's name (TDA Landscaping.) The correction was noted and Victor Harris seconded the motion to approve the minutes. All voted in favor to approve the minutes.

Old Business:

Christine Vick announced that the Master Association of Watermill has agreed to service the grass on the outside of the perimeter fence since it is their property. Duval Landscaping will provide lawn service to that area at this time as they are currently under contract with the Master Association. All costs will be the responsibility of the Master Association of Watermill.

Christine Vick also announced that Duval Landscaping had charged Cornerstone \$3400.00 for clean- up services outside the perimeter fence following Irma. Ms. Vick states that additional services from Duval Landscaping had not been approved nor where they carried out by Duval Landscaping. She stated that she was addressing this with Duval Landscaping and Olivia Fitch, PMSI.

Landscaping- Christine Vick brought to discussion TDA Landscaping and her dislike for the work they had done after their first landscape service on the property. She states she feels TDA cut the grass to short and trimmed certain bushes and trees incorrectly. Pat Lafata and Victor Harris reported that they had spoke with several of the residents in phase I and in phase II and only one resident, that they spoke to, was unhappy with TDA services.

Victor Harris presented a copy an email that Christine Vick had sent to Dan Foske, TDA Landscaping and cc'd to Victor Harris. Attached to the minutes is a copy of the email. There was discussion of the email and the need for more appropriate communicate with the contractors in service by Cornerstone. As a result of this discussion, Christine Vick, President, resigned her position during the meeting, effective immediately, at 7:38pm. Ms. Vick then left the meeting and sent via email a Letter of Resignation to Olivia Fitch PMSI and Victor Harris, Vice President. A copy of Christine Vick's resignation letter is attached to the minutes.

Power Washing- Three proposals for Power Washing were reviewed to include All Weather, Atlantic, and Worldwide Cleaning Services LLC.

The Board reviewed the proposals and the following items were noted.

-All Weather proposed that they would use the fire hydrant with a meter as a water source which is not permissible. In addition, the cost exceeded \$15,000. Victor Harris motioned to decline this proposal, Robyn Robinson second the motion, and all voted in favor to decline the proposal from All Weather.

-Atlantic and Worldwide Cleaning Services LLC did not include, in their proposals, a water source or any additional charges for the water. Victor Harris motioned that the Pressure Washing Proposals be tabled until the next meeting due to incomplete proposals. Pat Lafata second the motion and all voted in favor of tabling the Pressure Washing until the next meeting when complete bids could be obtained. Copies of the proposals are attached to the minutes.

Tree Trimming- Brian Richards did not attend the meeting to present a proposal for tree trimming. Victor Harris made a motion to table Tree Trimming at this time. Pat Lafata second the motion and all voted in favor of tabling Tree Trimming until the next meeting.

Roofing Repairs- Christine Vick was to present information regarding a proposal for roofing repairs. Due to her immediate resignation Victor Harris made a motion to table discuss of the roof repairs at this time. Robyn Robinson second the motion. The Board voted in favor of tabling roof repairs at this time.

New Business-

The next Board of Directors meeting for Cornerstone will be held either April 25th or 26th. A date will be decided upon based on Olivia Fitch's availability.

Robyn Robinson

Secretary

Board of Directors Cornerstone of Watermill

Attachments:

Attendance Roster for April 11, 2018

Pressure Washing Proposals- All Weather, Atlantic, and Worldwide Cleaning Services LLC

Letter of Resignation from Christine Vick, President

Email from Christine Vick to TDA Landscaping/Victor Harris

Cornerstone at Watermill

Board of Directors Meeting

April 11, 2018

Attendance Roster

	<u>Name</u>	<u>Address</u>
1.	NORMA MASON	8708 Ribbon Falls
2.	Rebyn Robinson	8601 Tower Falls Dr.
3.	Victor Harris	8601 Tower Falls Drive
4.	PATRICIA LAFATA	8637 TOWER FALLS DRIVE
5.	LEWIS LEUI.	8607 VICTORIA DR
6.		
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ATLANTIC PRESSURE WASHING, LLC

PROPOSAL FOR SERVICES

386-276-5740 470-848-0019

Christy Barber – Keith Barber

OVERVIEW

It was a pleasure speaking with your today. Allow me to give you a little insight on our business. Our system operates at a 3000 PSI minimum rating with a discharge rate of 8.5 GPM Using heated water up to 200*. We provide superior cleaning capability. Our custom-built equipment facilitates complete eco friendly water reclamation and recycling practices to ensure that we meet the quality standards as set by the EPA and the Clean Water ACT. Vacuum-booms and suction heads are used to recover waste water. Our proprietary reclamation unit filters water down to 5 microns effectively removing dissolved solids, dirt organic compounds. It is safe to be reused and safe for the environment.

PRICING

The following table details the pricing for delivery of the services outlined in this proposal. This pricing is valid for <30 days> from the date of this proposal:

Services Cost for Cornerstone @ Watermill	Price
1) Pressure Washing the buildings on Tower Falls Dr, Grand Falls Dr, Ribbon Falls Dr except (#8738 & 8714) the white fence along the perimeter of the complex, we will include the Roofs, Driveways and sidewalks throughout the complex	10,200.00
Option 2) Pressure Wash the buildings on Tower Falls Dr, Grand Falls Dr, Ribbon Falls Dr. the white fence along the perimeter of the complex as well as including the driveway and sidewalks	\$8400.00
Option 3) Pressure Washing the buildings on Tower Falls Dr, Grand Falls Dr, Ribbon Falls Dr except (#8738 & 8714) the white fence along the perimeter of the complex	\$7000.00
Total	

Option 3 is what the actual bid was for. As you will notice option 1 and 2 we were including the driveway and sidewalks for free.

The timetable to complete this project would be a minimum of a week at the most two weeks. We ask for at least one week's notice to start the project. We will provide the water as stated in the email and we will also provide the bleach to remove all the mold. Any debris that is collected will also be removed by the completion of the project. We ask that all homeowners remove any objects that are attached to their building prior to the start of the project. Should you have any further questions please feel free to contact me. I am also including some of the pictures that I took today walking the complex.

Thank you very much for your time and consideration.

Please feel free to contact me should you have any further questions. We look forward to hearing from you.

Again, thank you

Christina Barber

386-276-5740



7749 Normandy Blvd
#145-347
Jacksonville, Fl. 32221
Ph (904) 781-7060 Fax (904) 619-5011

CGC 1523954 CMC 1250093 CFC 1428601

To: Cornerstone at Watermill-HOA

3/21/18

Attn: Olivia Fitch

Re: Pressure Wash Buildings Phase 1

-PROPOSAL-

All Weather Contractors proposes to furnish all labor and material to complete the following scope of work:

- Pressure the exterior of buildings in phase 1 only, streets include Tower Falls Dr., Ribbon Falls Dr. and Grand Falls Dr. only. 107 2 story units. Unit's 8738 and 8714 will not be pressure washed on Ribbon Falls Dr.
- Water supplied by Fire Hydrant with meter, will use a bleach and TSP solution to remove Mildew and dirt. No sidewalks are included in this proposal.
- No enclosed patios will be pressure washed.
- Others to remove plants and personal belongings from front door landings
- Clean up job and haul off all debris.

Includes both sides of the 1400 lin ft of vinyl fencing along the front of the property and 204 lin ft on Tower Falls Drive

Total \$15,700.00

Approved _____

Date _____

Thank you for your consideration.

Matt Karle
Project Manager
904-294-3872 cell

QUOTE



INVOICE # 2018-0321
DATE: MARCH 21, 2018

Darnell Bogins
Phone 904-303-1077
Alt. Phone : 904-480-3029
dbogins@icloud.com

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Darnell		20% down payment upon contract agreement	Upon completion of services

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
144	Pressure Washing on exterior of units (not including screened in patios), driveways, sidewalks, gates near units, and exterior of gates surrounding the entire property.	72.92	10,500.48
	Chemicals: Red Pro Concentrated House Wash, Power Concentrated All Purpose Cleaner, Simply Pink Rust Remover, Spot Free Rinse.	Included	0.00
SUBTOTAL			
SALES TAX			TBD
TOTAL			10,500.48

Description of Services:

- We will be applying soft wash mixture of Red Pro diluted with a mixture that will be determined by the condition of the structure that is getting cleaned.
- We will use low pressure spot free rinse to clean the mixture of Red Pro from the building without leaving residue on the windows.
- The flat surfaces will be cleaned with the Power Degreaser and 175 degree hot water to remove any oil stains.

Thank you for your business!



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/01/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 FAX (A/C, No): E-MAIL ADDRESS: contact@hiscox.com	
	INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED WORLDWIDE CLEANING SERVICES, LLC 13020 AMBRIDGE LANE JACKSONVILLE FL 32225	INSURER A: Hiscox Insurance Company Inc 10200	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

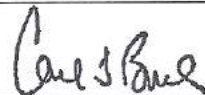
COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		UDC-2010997-CGL-17	07/01/2017	07/01/2018	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP*AGG \$ S/T Gen. Agg. \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> F/W <input type="checkbox"/> N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

(Empty space for Certificate Holder name)	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

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April 11, 2018

To: Cornerstone at WaterMill and Cornerstone South Homeowner Association and Olivia Fitch of PMSI of Florida

I, Christine Ann Vick, to hereby resign my position on the Board of Directors immediately. I do so in light of the fact that the current members of the Board have no respect or basic understanding of the six years I have served this community. No one else in the entire history of the community has spent as many hours working to serve the community. No one has spent as many hours off of work to meet with contractors. No one else has spent as many hours working on our website documents, newsletters, or improvements to the community as I have. And no one else has been working on or with the Board since the first night of turnover.

But I am confident that the new Board will figure it all out.

Christine Ann Vick



My tree!

Christine Vick <christineannvick@gmail.com>

Sat, Apr 7, 2018 at 10:23 AM

To: Victor Harris <victor.harris23@gmail.com>, dfsky <dfsky@comcast.net>

I am already very displeased. Since tree trimming is a homeowner responsibility, I trim my own tree. I spent hours last weekend carefully pruning it and someone today just lobs off limbs with no regard. Half my tree is gone!

Now my holly tree looks half dead.

And the magnolias were also not trimmed properly. Not my treesbut still.

You can just haphazardly chop off limbs from trees!

The grass was also cut way too short this week. Parts of my yard look shaved to the ground.

I am sincerely hoping this is just first time out kinks. But of course my tree will never recover the limbs that took years to go!!!!!!

Christine the actual President of Cornerstone