



**THE MEADOWS  
AT WORLD GOLF VILLAGE**

Board Meeting – Sept 12, 2024 at 7:00PM

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Preliminary and Subject To Change

## Call to Order – Board Meeting – Sept 12<sup>th</sup>

- Call to Order
- Determination of Quorum
- Confirmation of Public Notice of Meeting & Agenda
  - Public Notice Board
  - Web Site – <https://www.themeadowswgv.com>
- Opening Remarks
  - Welcome
  - Overview of Tonight’s Agenda

**The Meadows at WGV – Board of Director’s Regular Business Meeting**  
September 12, 2024 at 7:00 P.M. – Online & via Phone \*\*

**Agenda**

Meeting Called to Order  
 Opening Remarks  
 Review and Acceptance of Minutes  
 Reports of Officers, and Committees

**Old Business**

- Public Notice Board within Community
- Landscaping - Entrance Way
- Landscape Service Contract Status

**New Business**

- Discussion – Proposed Rezoning for Foxhvie Commercial PLD
- Discussion – 2025 Operating Expenses (True Costs vs Donated Services)
- Discussion – Impact of Changes to FL s.720 (effective October 1, 2024)
- Discussion – Federal Corporate Transparency Act – Reporting Requirements
- Community Association Management Contract Status – Auto Renewal
- Discussion – Community Association Management Proposals

**Open to those attending for comments, feedback and questions**

- Additional comments, feedback and questions

Closing Remarks  
 Adjournment

**\*\* Web & Phone Connection Information: <https://themeadowswgv.com/>**  
**On HOA Web Site – Home Page – Bottom – Association Events Section**  
 \*\*\*\*\*

**Join Zoom Meeting - Video Conference (On-Line) & By Phone (Voice Only)**

Register in advance for this meeting:  
<https://zoom.us/join/zoom/register/1t4ude6arDap59KHfAnusePoAmK9-OISKCG>

After registering, you will receive a confirmation email containing information about joining the meeting.

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## Agenda – Board Meeting – Sept 12<sup>th</sup>

- Meeting Called to Order
- Opening Remarks
- Review and Acceptance of Minutes
- Reports of Officers, and Committees
- **Old Business**
- - Public Notice Board within Community
- - Landscaping - Entrance Way
- - Landscape Service Contract Status
- **New Business**
- - *Discussion* – Proposed Rezoning for Foxhive Commercial PUD
- - *Discussion* – 2025 Operating Expenses (True Costs vs Donated Services)
- - *Discussion* – Impact of Changes to FL s.720 (as of October 1, 2024)
- - *Discussion* – Federal Corporate Transparency Act – Reporting Requirements
- - Community Association Management Contract Status – Auto Renewal
- - *Discussion* – Community Association Management Proposals
- **Open to those attending for comments, feedback and questions**
- - Additional comments, feedback and questions.
- Closing Remarks
- Adjournment

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## Unfinished Business

- Public Notice Board within Community
- Landscaping - Entrance Way
- Landscaping Service Contract Status

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## New Business

- *Discussion* – Proposed Rezoning for Foxhive Commercial PUD
- *Discussion* – 2025 Operating Expenses (True Costs vs Donated Services)
- *Discussion* – Impact of Changes to FL s.720 (as of October 1, 2024)
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- *Discussion* – Community Association Management Proposals

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## Discussion - Proposed Rezoning for Foxhive Commercial PUD



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**Discussion - Proposed Rezoning for Foxhive Commercial PUD**

- Property address for this project:
  - 3710 Pacetti Road, 4.77-acres, aerial map attached.
  - The development of the daycare, COMM2024000013, is no longer being pursued by the property owner.
- Overview of the proposed development:
  - PUD2024000003: Development of up to 60,000 square feet of limited, low-intensity, commercial uses between 2 buildings with **parking lot of 125 spaces**.
  - Examples uses are retail good stores; personal services; spa/gyms and health clubs; pharmacies; restaurants without drive thru; medical, professional and government offices; and churches.
  - The development is surrounded by 30'-35' of landscape buffer/screening along the north, west and south property lines, and preserved wetlands with 25' natural buffer to the east.
- Potential impacts on local traffic or infrastructure:
  - The County is not requiring a formal traffic study,
  - The stretch of **Pacetti Road from SR 16 to CR 208 is under capacity for committed PM Peak Hour trips.** The two links were committed at around 55-70% of capacity.
  - The main driveway is lined up with Silo Road, and there is a right-turn, exit-only driveway to the north of the property - **entry/exit point at median across from Silo RD.**
- Timeline for the project: **No established timeline.** (? "Bait & Switch" after zoning approval?)
  - Development is proposed to be phased. **Phase 1** consists of 1 building limited to 35,000 SF of commercial development. **Phase 2** consists of the second building and the remaining commercial development rights. PUDs also require approval of construction plans **within ten (10) years** of approval of this PUD.

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**Discussion - 2025 Operating Expenses (True Costs vs Donated Services)**

- What is the HOA expectation for 2025?
- What is the true expense costs for 2024?
- Impact of loss of donated services in 2025?
- 2025 Budget Preparation
  - Begins at October Regular BOD Meeting

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**Discussion - Impact of Changes to FL s.720** (as of October 1, 2024)

- FL 2024 HB 59 - HOA – Amends s. 720.303
- The HOA is required to:
  - Before October 1, 2024, **Provide** a physical or digital copy of the HOA's rules and covenants to every member of the HOA.
  - **Provide** a physical or digital copy of the HOA's rules and covenants to every new member of the HOA.
  - **Provide** a updated copy of the amended rules or covenants, when an HOA's rules or covenants are amended, to every member of the association.
- The HOA must **adopt** rules establishing standards for the manner of distribution and timeframe for providing copies of updated rules or covenants. ***(to be done – update to Rules and Regulations)***
  - ***Notice of change to HOA's rules required by CC&R to be delivered to each owner upon adoption of rule change***

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**Discussion - Impact of Changes to FL s.720** (as of October 1, 2024)

- FL 2024 HB 293 - HOA – Amends s. 720.3035
- The HOA is required to:
  - **Adopt** hurricane protection specifications for each structure or other improvement on a parcel ***(to be done – update to Architectural Guidelines)***
- “Hurricane Protection” includes, but is not limited to:
  - Roof systems recognized by the Florida Building Code which meet ASCE 7-22 standards,
  - Permanent fixed storm shutters,
  - Roll-down track storm shutters,
  - Impact-resistant windows and doors,
  - Polycarbonate panels,
  - Reinforced garage doors,
  - Erosion controls,
  - Exterior fixed generators,
  - Fuel storage tanks, and
  - Other hurricane protection products used to preserve and protect the structures or improvements on a parcel

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**Discussion - Impact of Changes to FL s.720 (as of October 1, 2024)**

- FL 2024 HB 1203 - HOA – Amends s. 720 – multiple subsections
  - The changes adopted required updates to the *Association Rules and Regulations*
- The HOA is required to:
  - **Adopt** written rules governing the method of retaining official records and length of such retention (*to be done – update to Rules and Regulations*)
  - By January 1, 2025, to **post** a current digital copy of specified official records on its website, or make available so that can be downloaded on a mobile device.

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**Discussion - Impact of Changes to FL s.720 (as of October 1, 2024)**

- Required documents on its website includes:
  - a. The articles of incorporation of the association and each amendment thereto.
  - b. The recorded bylaws of the association and each amendment thereto.
  - c. The declaration of covenants and a copy of each amendment thereto.
  - d. The current rules of the association.
  - e. A list of all current executory contracts or documents to which the association is a party or under which the association or the parcel owners have an obligation or responsibility and, after bidding for the related materials, equipment, or services has closed, a list of bids received by the association within the past year.
  - f. The annual budget required by subsection (6) and any proposed budget to be considered at the annual meeting.
  - g. The financial report required by subsection (7) and any monthly income or expense statement to be considered at a meeting.
  - h. The association’s current insurance policies.
  - i. The certification of each director as required by s. 720.3033(1)(a).
  - j. All contracts or transactions between the association and any director, officer, corporation, firm, or association that is not an affiliated homeowners’ association or any other entity in which a director of an association is also a director or an officer and has a financial interest.
  - k. Any contract or document regarding a conflict of interest or possible conflict of interest as provided in ss. 468.436(2)(b)6. and 720.3033(2).
  - l. Notice of any scheduled meeting of members and the agenda for the meeting, as required by s. 720.306, at least 14 days before such meeting. The notice must be posted in plain view on the homepage of the website or application, or on a separate subpage of the website or application labeled “Notices” which is conspicuously visible and linked from the homepage. The association shall also post on its website or application any document to be considered and voted on by the members during the meeting or any document listed on the meeting agenda at least 7 days before the meeting at which such document or information within the document will be considered.
  - m. Notice of any board meeting, the agenda, and any other document required for such meeting as required by subsection (3), which must be posted on the website or application no later than the date required for notice under subsection (3).

• *Items e, & g – k above, require implementation of restricted and secure access*

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**Discussion - Federal Corporate Transparency Act – Reporting Requirements**

- First report due by January 1, 2025
  - Any failure to file and any errors in the report are classified as **Non-Compliance**
- Required to file updated report any and all changes within 30 days
- Penalties for Non-Compliance
  - - Civil fine: \$500 per day, up to \$10,000
  - - Potential criminal fines or prison time
  - - Applies to the person filing the report, even if not a beneficial owner
- Report required to list Individuals who exercise "substantial control"
  - - Name
  - - Date of birth
  - - Current residential or business address
  - - Copy of Government Photo ID
- **New written procedure update required to Association Rules & Regulations**

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**Community Association Management Contract Status – Auto Renewal**

FIRST COAST ASSOCIATION MANAGEMENT, LLC

MANAGEMENT CONTRACT

THIS ASSOCIATION MANAGEMENT AGREEMENT (hereinafter referred to as "Agreement") is made as of the 7<sup>th</sup> day of November, 2022, by and between THE MEADOWS AT SAINT JOHNS OWNERS ASSOCIATION, INC. a Florida Not For Profit Corporation (hereinafter called the "Association") whose current address is 1001 Ardmore St. St Augustine, Florida 32092 and FIRST COAST ASSOCIATION MANAGEMENT, LLC, a Florida limited liability company (hereinafter called the "Manager") having its principal office at 11555 Central Parkway, Suite 801, Jacksonville, Florida 32224.

3. Term

This term of the Agreement shall be December 1, 2022 until November 30, 2024, except that manager may perform transition activities starting on the date this agreement is signed. This Agreement shall automatically renew for consecutive two-year periods on the same terms as are contained herein (except for the "Term") unless terminated by either party upon written notice to the other sixty days (60) in advance of contract expiration.

12. Notices

All notices, demand, consent, authorization, request, approval or other communication (collectively, "Notice") that any party is required, or may desire, to give to or make upon the other party pursuant to this Agreement shall be sent via first class mail or hand delivery to the addresses indicated on the first page of this agreement or to such other address as directed by the parties from time to time.

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### Community Association Management Contract Status – Auto Renewal

WHEREAS, The Meadows at Saint Johns Owners Association, Inc. (the "Association") entered into a management contract with First Coast Association Management, LLC (the "Manager") on November 7, 2022; and

WHEREAS, the current contract term is set to expire on November 30, 2024; and

WHEREAS, the contract stipulates that it shall automatically renew for consecutive two-year periods unless terminated by either party upon written notice to the other sixty days (60) in advance of contract expiration; and

WHEREAS, the Board of Directors has determined that it is in the best interest of the Association to explore alternative management options;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of The Meadows at Saint Johns Owners Association, Inc. hereby authorizes and directs the President of the Association to:

1. Draft and send a formal notice of non-renewal to First Coast Association Management, LLC, in accordance with the terms specified in the management contract;
2. Ensure that such notice is sent via certified mail, return receipt requested, to the Manager's address as specified in the contract: 11555 Central Parkway, Suite 801, Jacksonville, Florida 32224;
3. Ensure that the notice is sent no later than September 30, 2024, to meet the required 60-day advance notice period;
4. Retain proof of mailing and the return receipt for the Association's records; and
5. Report back to the Board on the completion of these actions.

BE IT FURTHER RESOLVED, that the Board of Directors authorizes the President to take any additional actions necessary to effectuate the intent of this resolution.

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### Discussion - Community Association Management Proposals

- Five written proposals have been received
  - Desire providers w/focus on existing HOA communities & that are tech savvy
- Rapid Housing Growth in SJC has providers focusing on new large new communities – less willing to consider medium-to-small HOAs (marginal cost of new HOA)
- Proposals all request 60 day pre-start date transition – Otherwise \$\$\$\$
  - **Need a decision by Mid-October**

1. Proposals distributed to Directors
2. Next Step – conduct initial interview meetings
3. Meet to select vendor of choice
4. In-depth meetings

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Open for Comments, Feedback and Questions



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What Is Next ? - Closing Remarks



➤ **Next Scheduled Regular BOD Meeting – Thursday, Oct 10, 2024 at 7:00 PM**

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# Thank You for Attending



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