

Jupiter Plantation HOA Board of Directors Meeting  
September 19, 2023 Pool Pavilion 6:00 pm

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Marylou Allison, President

Jose Llorens, Vice President

Bill Seng, Treasurer

Andrea Hurley, Secretary Joined via Zoom

Gina Shipley, Director

Representatives Present: Dama Scott, Property Manager; Steve Chuilli, Manager from Capital Realty Advisors

**1. Call to Order**

Mary Lou Allison called the Board Meeting to order at 6:00 pm. A quorum of directors was present.

**2. Approval of Minutes**

Gina Shipley made a motion to approve the Board meeting minutes of July 18, 2023. This was seconded by Jose Llorens: all in favor, the motion was carried unanimously, approved. There was no Board meeting for August.

**3. Ratification of Treasurer:** Mary Lou Allison requested a motion to accept the resignation of Board Treasurer Peggy Frazier and to approve Bill Seng as Treasurer. Motion made by Gina Shipley to approve and seconded by Jose Llorens. Unanimously approved. Motion Carried.

**4. Committee Reports:**

- A. Treasurer's report – Bill Seng reported that he worked this last week with our Management Team and the Board President on creating the budget for the fiscal year 2024. He has been busy reviewing our documents and our financial. If a resident would like a copy of the financials they can email the Property Manager, Dama Scott.
- B. Report on docks and ponds – Christine Hoke spoke briefly regarding the status of the dock. Surveyors were out last week, and their assessment report was received just an hour before the meeting. So, nothing to report yet. The seawall and ponds assessment

should be out by next week; it is work in progress.

- C. Appeals Committee:** Steve Chuilli described the need for an Appeals Committee for the community. After receiving a violation, residents have the option to be heard by the Appeals Committee. A monthly hearing will be held to hear the resident's side of the violation to determine the validity of the notification. The Committee will meet 14 or more days after the Board meetings. The first meeting is scheduled for October 10. Three residents volunteered to serve: Kim Dobbe, Karen Cook, Mike Tanen and Larry Nisivoccia will serve as the sub for the meetings. Gina Shipley moved to approve them as Appeals Committee, and Jose Llorens seconded. All approved – motion carried. Management will hold a meeting with all to explain the hearings. Additionally, Larry Nisivoccia volunteered to serve with his wife to complete the violations task in the community that had been started with Peggy Frazier and Mike Tanen.

#### **5. Old Business:**

- A. Electronic voting status report:** Dama Scott noted that she has received 87 forms to date. We would like all homeowners to agree to using this tool, as it is so easy to do and will help the community to achieve a quorum for elections and for amendments to the documents. Gina Shipley noted that we have the capability to do surveys with the e-voting platform we will use. Money will be saved on mailings to the entire community.
- B. Roofs project:** Dama reported that we are closing in on all the roofs being completed by the insurer's deadline of 2025. There are only 12 buildings to go. She will continue to contact owners to remind and to check for leaks in the ceilings.

#### **6. New Business:**

- A. Approval of Fines –** Management recommended approval of two fines: One was for parking a golf cart which is unregistered and not street legal for two days on the grass; and the other violation is for a homeowner who has been continually warned for leaving the garbage can and a bike outside of his gate daily. Gina Shipley moved to approve all fines; Jose Llorens seconded. The Board voted unanimously to approve those fines.

- B.** Removal of common area areca palms – Discussion regarding the quote; The pricing is very high for us to take it on now. The Board tabled the quote for the removal of those in the whole community at this time. They did, however, vote to have those between buildings 4 and 5 that are along the drainage easement removed as we have the fill right now to be used. Jose Llorens moved to do just that area, and Andrea seconded the motion. Approved unanimously.
- C.** Lighting along seawall - Mary Lou believes that we can investigate using solar. Jose Llorens made a motion to table for now, Andrea Hurley seconded; All approved unanimously.
- D.** Unit 26D removal of water drainage onto sidewalk area where it puddles. Gina Shipley made a motion to Table and Andrea Hurley seconded. Approved unanimously; This was tabled as management continues to look for a solution for this area. Steve Chuilli thought that a French drain there would resolve the flooding of the sidewalk.  
  
Management will investigate this procedure.

**7. Approval of 90 days and over suspensions:** Those residents with fees due for over 90 days will be suspended from use of any community amenities until they come up to date on payments. Gina Shipley moved to accept this motion, and Jose Llorens seconded the motion; Unanimously approved by the Board.

**8. President's Report:** Mary Lou Allison reported August and September have been very busy in the community. Some sidewalks have been ground down to avoid trips, and other sidewalks or walkways have been removed and replaced as they were not in a condition to be able to grind them any further due to roots or cracks or other issues. Sidewalks have been pressure cleaned. The walkways to the units will be pressure cleaned in early October. Palms have been trimmed. Hardwood trees have been trimmed. Additionally, with the help of our irrigation vendor, we were able to have the flumes on the drainage easement shored up with the left-over concrete donated by our old sidewalks, and with dirt donated, we have been able to repair one flume already, and will soon address the remaining flume, so that water can drain as it should in that area and into the easement. Two drains will be added as well for the remaining areas.

**9. Residents' comments** – Several residents had comments regarding tree removal of palms (30-31 bldg.) and of a Ficus tree mixed in with a Norfolk pine at 52B. Management will pursue options and/or request quotes. Other comments were regarding violations and about algae in the lakes and concerns about maintenance of the drainage easement.

Steve Chuilli additionally mentioned that a particular resident has overstepped in communications with one of the community's vendors. He reminded that no homeowner has the right to request information or other or to make suggestions to any of the vendors. By virtue of their residency does not give them the right to do so. That communication and direction is to be made by Board members and

Management only.

**Decisions and approvals:**

- Approval of meeting minutes Dated July 18, 2023
- Approval of 90 Day and over suspensions of amenities
- Approval of two Violation fines: for 9B and for 36C
- Approval of removal of Arecas between Buildings 4 and 5 – drainage easement area.

Board President, Mary Lou Allison Adjourned the meeting at 7:49 pm

Respectfully submitted by Dama Scott, LCAM Property Manager