**Minutes**

**EPMA Monthly Meeting**

**September 21, 2020**

**6:00 PM**

Lydia opened the meeting at 6:00.

Present were: Lydia Lewis, Dixie Noble, Gil Lowery, Myrtle Palmer, Kevin Kimmel, Brenda Payne, Sandy Helms.

Minutes from the August meeting were approved.

Dixie Noble gave the following Treasurer’s report:

Reserve income held in saving account $ 162,197.60 09/18/2020

\*\*includes Assessment collection of $92,050

Checking account per Quickbooks: $ 32,813.86 09/18/2020

August reserve amount held in checking account $ 9,900.00 09/18/2020

 $15.00/mo. X 110 properties x 6 months

Dues outstanding > 90 days $ 24.73 09/18/2020

Uncollected assessment fees $ - 0 - 09/18/2020

Treasurer’s report was approved.

 **Committee Reports:**

**Gate:** Kevin Kimmel

 The gate has a temporary fix – expecting delivery of new gate after October 1st. Kevin informed the Board that we will need help removing gate from truck when delivered.

**Pool:** The pool will remain open until October 15th. We will need two estimates on pool repairs for next season.

Rick Stepputtis reported that the pool gate latch attaches to the plastic around the latch has tears and have weakened the post and thus the pool gate can easily be pushed inward when it springs closed or even by the wind. A fence company should be able to replace this gate post – if Rick can find some decent material he will try to patch it up – not an urgent matter, but will need to be addressed before next year’s pool season.

**Lights & Irrigation System:** As reported in previous minutes, Rick Stepputtis has been busy updating and repairing our irrigation system and lights. He replaced (3) bad street light photocells, the one that operates the Guard House lights, another that controls the traffic circle/canal area and the third for the sidewalk light between the clubhouse and tennis courts. Myrtle purchased two of the photocells, the other he salvaged from one no longer in service at the Guard House. Also replaced one bad bulb in Clubhouse overhead and reset the timer that controls those lights.

**Irrigation:** Rick set both irrigation timers to water only one time per day instead of twice per day during very hot season. Also, a few weeks ago Sixtos gave him 14 used working sprinkler heads he had on-hand. Rick cleaned them up and will install in various places after the weather cools down permanently. Many more heads will need to be purchased to be replaced beyond these 14, but Sixtos’ gift was a nice start.

**Landscaping & Tennis Court:** No outstanding report at this time.

**Architectural:** Myrtle Palmer presented the Board with a copy of the Architectural Control Committee Guidelines – September 2020.

***New Construction:*** *Approval is required for new construction and any alterations or changes in color to existing homes. Two sets of your plans are required. Also, a copy of the plat of survey, showing the layout on the lot, a landscape drawing, to also include a color for the house and trim must be submitted. One will be returned marked approved, dated and signed by the current chairman of the Architectural Control Committee. The other copy will be kept on file. We will approve or disapprove within 30 days.*

***Landscaping plan:*** *to be approved by the Architectural Control Committee. No specific requirements. Sod is recommended.*

***Roofing materials****: Approved materials are hardiplank shakes, cedar shingles and Timberline 40 yr. dimensional asphalt shingles, (****metal roofing – subject to approval at November 2020 Annual Mtg.****)*

***Siding materials:*** *approved materials are hardiplank siding, cedar siding and stucco.*

***Siding paint color:*** *to be approved by the Architectural Control Committee.*

***Trim paint color:*** *to be approved by the Architectural Control Committee.*

***Driveways:*** *Solid concrete driveways*

***Refundable impact fee of $1,000.00****: Refundable impact fee of $1,000.00 is required prior to any construction on the lot payable to Emerald Plantation Master Association. The impact fee is payable by the owner of the lot at the time of construction. Any transfer of ownership of the lot requires a transfer of the refundable impact fee. The impact fee must be on deposit prior to the start of any construction. The fee is kept in an interest bearing account with the interest payable to the association. The purpose of the impact fee is to provide for compensation for any damages to common areas and to provide for the completion of the project per the approved plans and specifications as approved by the Architectural Control Committee. The balance of the $1,000.00 less damages, if any, will be returned to the homeowner within 30 days of final inspection.*

***Fences:*** *(Black aluminum -* ***subject to approval at November 2020 Annual Mtg.)***

***Contractor/Construction Signs:*** *Contractor/Construction signs are to be removed upon completion of job or receipt of certificate of occupancy in the case of new construction.*

***Sale Sign:*** *Sale signs must be commercially constructed of wood or simulated wood grain exterior, and be the size of current realtor signs in use. Any variation must be approved by the Architectural Control Committee.*

***Patio lot minimum square footage:***

 *One level, 1200 square feet Multi level, 1400 square feet*

***Single-family lot minimum square footage:***

 *One level, 1400 square feet Multi level, 1500 square feet*

***Unattached buildings:*** *Unattached buildings,**including doghouses, storage sheds, swing sets, etc. must be approved by the Architectural Control Committee along with placement and appropriate screening.*

*Any exterior antenna or dish must be approved by the Architectural Control Committee BEFORE installation. Construction is to be finished in not more than one year from issuance of a building permit.*

***The information above is intended as a guideline and is subject to change without notice. It is the responsibility of each member, not the contractor, to contact the Architectural Control Committee.***

**Boat Storage:**Lydia reported at the last meeting that some trees and bushes at the north end of the boat storage area need to be removed but has not been able to get a bid for removal by this meeting.

**Committee for Community Involvement**: Kevin Kimmel reminded the Board that Saturday, October 3rd will be our next community improvement workday. Everyone invited to attend and help

**Old Business**: A notice was mailed with this quarter’s dues that an Annual Meeting will be held on Saturday, November 7th at 3:00 P.M. followed by a Pig Roast at 5:00 P.M.

Meeting adjourned.