

Spring is Here!



# The Cove

## Vice President's Message...by Tim Maciolek

Spring is here and I am very glad to say that there have been many improvements that we have seen in the neighborhood over the past few months. Many people have begun to fix their lawns, we've seen a flurry of homes being pressure washed clean, and just a general attitude of improving ones home has flourished.

The goal of this year's board has been to first invigorate all homeowners to take pride in our community and get everyone up to a level of excellence in how we are seen.

Secondly it is our goal to make sure that all homeowners are treated fairly and uniformly when dealing with the covenants.

While this has not been an easy road to travel and it has taken some pushing from our management company to see that everyone is inspected fairly and the same across the board, I believe they have helped to drive home that our community

has covenants regarding the appearance of everyone's home and if you choose not to follow our guiding documents then the enforcement allowed by the covenants and Florida law will take place. Our goal with enforcement has never been to fine homeowners and profit, it is more a way for us to bring problems to ones attention and get a plan together to fix it within a homeowner's means and timeframe.

The other area where Florida Property & Association Management has been a positive light has been in the collection of annual assessments.

They have provided a steadfast and fair collection process which has helped all owners to be treated

fairly. No matter how this item has been handled in the past, this is the most important work for the association for the entire year.

-Continued on Page 5-



## 2008 Collections Status...



As of this newsletter, all accounts with past-due amounts have been turned over for collection through the Association's attorney.

One area most owners do not understand is the application of payments received. As per Florida Statute 720.3085 the interest rate charged on past due accounts is 18 percent and the late fee is the greater of \$25.00 or 5 percent of the amount due. Additionally, any payment received shall first be applied to any interest accrued, then to any administrative late fee,

then to any costs (certified mail, postage, duplicating, etc.) and reasonable attorney's fees incurred in collection, and then to the delinquent assessment. This paragraph applies notwithstanding any restrictive endorsement, designation, or instruction placed on or accompanying a payment.

This means all the up-front fees are collected first before any portion of your payment is applied to your dues. Finally, there is no grace period when using a "Postmark-by" date. If a payment is received with a postmark after this date, late fees will be incurred.

### Inside this issue:

Yard Sales, Leash Laws, Vehicle Parking	2
Top 10 Issues in the Neighborhood	3
How to Stop Solicitors	3
Building Permit Requirements	4
Questions & Answers	5
Meeting Agenda for Apr 29 Meeting	6

### NEXT SCHEDULED HOMEOWNERS' MEETING:

**April 29th @ 6:30 P.M.**

**at the**

**Social Hall @ Holy Spirit Catholic Church (Across from "The Valley" on Ft Caroline Rd)**

# Yard Sales, Leash Laws, Junk Vehicles & Street Parking...

The Association has received numerous inquiries about reporting violations of excessive yard sales (more than 10 per year), pets roaming free, or vehicle parking issues. Since some of these are violations of city codes and not areas the Association has jurisdiction over, we may ask you to call the city's One-Call center at **(904) 630-CITY (2489)** and report these matters.

**630-CITY**  
Where to go when  
you need to know.

The city will have code enforcement inspectors look into the situation. They will also give you an incident number to track their response to your inquiry (which is kept confidential). To help you, here are a few excerpts from the city codes on these areas (you can look up the full text of the codes at <http://www.municode.com>).

**Sec. 804.1004.** Parking not to obstruct traffic: (a) No person shall park a vehicle upon a street in such a manner or under such conditions as to leave available less than ten feet of the width of the roadway for free movement of vehicular traffic or in any portion of a traffic lane.



**Sec. 462.301.** General. (a) Animals shall not be kept on property in a manner that causes any one or more of the following: creates unsanitary conditions; is a source of infestation by insects or rodents; creates physical conditions that endanger the health or safety of humans, that are detrimental to property values, or that tend to degrade the appearance of a neighborhood.

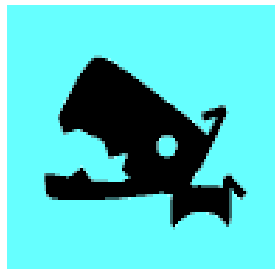
**Sec. 462.302.** Noise. (a) It shall be unlawful for the owner, or any person having temporary custody, of an animal or animals to allow the animal(s), to bark, meow, whine, howl, or to make other sounds common to the species, persistently or continuously for a period of 30 minutes or longer when every animal is not contained within an enclosure sufficient to baffle loud noises.

**Sec. 462.303.** Animals at-large prohibited. (a) No owner of any dog or cat shall permit the dog or cat to be at-large.

**Sec. 462.304.** Habitual nuisance. (a) It shall be unlawful for



the owner, or any person having temporary custody, of an animal or animals to permit the animal(s), either willfully or through failure to exercise due care or control, to commit a nuisance by running at-large habitually; by chasing or running after vehicles or persons habitually; by trespassing upon public or private school grounds habitually; by trespassing upon private property habitually and interfering with the reasonable use and enjoyment of the property; by barking habitually, or by making other objectionable animal noises habitually; or by doing any other thing habitually which is so offensive as to create a nuisance. (b) For the purpose of this Section, "habitually" means at least two separate occurrences within a time period of no more than one month; except that barking habitually, or making other objectionable animal noises habitually, means making the sound persistently or continuously for at least 30 minutes occurring at least three separate times within a period of no more than eight hours.



**Sec. 462.305.** Destruction of property and biting. (a) No owner of an animal shall permit the animal, either willfully or through failure to exercise due care or control, to destroy or damage the property of another including, but not limited to, the unprovoked biting, attacking or wounding of another person's animal. (b) No owner of an animal shall permit the animal to bite, attack or wound a human.

**Sec. 462.307.** Requirement to confine female dog or cat in heat. (a) It shall be unlawful and punishable by a fine of \$250 for the owner of a female dog or cat in heat to permit or allow it to be upon the public street or in a public place unless restrained by leash, tether or chain and under the physical control of the owner. The owner of a female dog or cat in heat shall, at all times, keep it securely confined on private property and inside a secure building or secure enclosure having a secure top and bottom attached to all sides so as to prevent conception.

**Sec. 518.451.** Responsibilities of owners and occupants. **Cleanliness.** No owner or other person shall occupy or let

pancy a property unless it and the premises are clean, sanitary, fit for occupancy and comply with all applicable requirements of the city and the state.

**(h) Care of premises.-** No owner or occupant of a property shall utilize the premises of the property for the open storage of junk, non-drivable motorized vehicles or derelict property, building rubbish or debris or similar items. It shall be the duty and responsibility of every owner or occupant to keep the premises of property clean and to remove from the premises all junk, non-drivable motorized vehicles, derelict property, building rubbish,



debris or similar items. **Abandoned or junk vehicle** means a vehicle that does not bear a license plate, or if the displayed license plate is invalid, unless said vehicle is stored within a completely enclosed building or as defined in Section 656.1601, Ordinance Code, which: (a) Threatens or endangers public safety or welfare; (b) **Creates a blighting influence upon the neighborhood where the vehicle rests**; or (c) Is, or may reasonably become, infested or inhabited by rodents, vermin or animals, or may furnish a breeding place for rodents, vermin or animals. **Inoperable** when referring to a vehicle means incapable of being immediately driven, moved or pulled in the manner for which it was intended or designed.

**(k) Weeds, grass and other flora.**

Occupants of property shall be responsible for keeping the premises free from the excessive growth of weeds, grass and other flora.



**Deterioration** shall mean the condition or appearance of a building or structure, characterized by holes, breaks, rot, crumbling, cracking, spalling, peeling, rusting, or other evidence of physical decay or neglect, excessive use, or lack of maintenance. **Good state of repair** shall mean and be a standard of maintenance that renders a building safe, serviceable, habitable, and possessed of a neat and orderly appearance. **Good working condition** shall mean the item is fully operable for the use for which it was intended. **Infestation** means the presence, within or around a dwelling, of insects, rodents or other pests.

Proper management practices that encourage a dense, thriving turf are the best method of weed control. Healthy turf shades the soil so sunlight can't reach weed seeds ready to germinate. A thick turf also minimizes the physical space available for weeds to become established. There are several management practices that will promote a healthy, dense grass.



- **Proper Turf grass Selection** Proper management begins with selection of the best turf species or variety for a particular area. For example, heavily shaded areas will support only a few turf grass species. This results in thin, weak turf that is very susceptible to weed invasion. Good grass choices for shady conditions would be certain cultivars of St. Augustine grass, zoysia grass, and to a lesser degree, centipede grass.

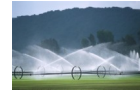
- **Proper Cultural Practices** Proper fertilization, watering, mowing, and control of other pests are required to produce a dense turf that will prevent weed infestation. If turf is over-or under-watered, over-or under-fertilized, or mowed too low or

too infrequently, the turf is weakened and cannot compete with weeds. Damaged areas resulting from using unsharpened mowers increase time needed for turf recovery, allowing for weed invasion. It is very important to understand that weeds don't create a void, they fill a void.

**Sanitation** It is extremely important to prevent the introduction of weeds into lawn areas. A good practice is to wash off mowers and trimmers used in weed-infested areas before mowing or trimming in weed-free areas. Similarly, rototillers should be thoroughly cleaned prior to and after using to minimize dispersal of weed seeds found in the soil. Yard clippings that contain weeds should be properly disposed of or composted to reduce the possibility of unwanted contamination.

**Watering** Your objective when irrigating is to get the maximum amount of water to the root zone without over-irrigating. In most Florida soils, this is somewhere between 1/2 to 1 inch of water. Sandy soils will generally wet to a depth of 12 inches for each inch of water applied. This will target the majority of the root system and encourage more rooting at lower depths. In heavier soils, as are often found in

north Florida, less water may be adequate and you might only apply 1/2 to 3/4 inch. In parts of southeast Florida, or wherever there may be hard limestone less than 12 inches below ground, you may also need less water. With less soil, there is no point in trying to encourage deeper rooting.



**Watering under Drought Conditions** When watering restrictions limit the frequency with which we can irrigate, some people are tempted to irrigate to the point of run-off. This should never be done, as we are wasting water, encouraging disease and weed problems, and creating potential pollution problems. This is not only wasteful but may also damage or kill your lawn. Rain sensors, which are mandatory on all new irrigation systems, should always be functional and in place.

If you haven't been to the University of Florida's Turfgrass Homepage for Homeowners, I highly recommend a visit. The website address is: <http://yourfloridalawn.ifas.ufl.edu/index.html>

They have a variety of helpful resources for homeowners and the have a service for a fee of \$75.00 which will provide a diagnosis of turf problems.

## Top 10 Issues in Our Neighborhood...

The following list identifies the Top Ten issues that have been identified in the neighborhood:

1. Lawns in need of maintenance.
2. Trash Cans and recycle bins not properly stowed behind a fence or in the garage.
3. House exterior in need of repainting.
4. House exterior in need of cleaning.
5. Lack of ARC approval for exterior painting (Even if painting same color).
6. Lack of ARC approval for Construction Projects.
7. Fences in need of repair.
8. Disabled vehicles.
9. Vehicle maintenance being done in excess of the 4 hours that are authorized.
10. Seasonal Decorations not removed in a timely manner.

Please take the time to read the covenants and restrictions concerning the above items.

## How to Stop Solicitors...

The **NO SOLICITORS** sign at the front entrance, though a possible distracter for amateur solicitors has no legal basis and is all but ignored by professional and experience solicitors, licensed or not. Each homeowner must determine for themselves if they desire or do not desire Solicitors.

**Jacksonville City Code Sec. 250.703. Notice regulating residential soliciting and peddling.**

Every person desiring to secure the protection provided by the regulations pertaining to soliciting and peddling contained in this Part, shall

substantially comply with the following directions, set forth herein.

(a) Notice of the determination by the occupant of giving invitation to solicitors, or the refusal of invitation to solicitors, to any residence, shall be given in the manner following: A clearly legible notice size shall be exhibited upon or near the main entrance door to the residence, indicating the determination by the occupant, containing the applicable words, similar to the following:

"No Solicitors"

or

"No Solicitors Allowed or Invited"

or

"No Peddlers"

or

"No Peddlers Allowed or Invited"

(b) Any such card so exhibited shall constitute sufficient notice to any solicitor or peddler of the determination by the occupant of the residence that any peddling or soliciting by any person is prohibited at such residence. (Ord. 93-1761-1390, § 1)

If a vendor still knocks on your door, call the police and file a complaint. They should also have a city permit to go door-to-door.

## Architectural Changes & the Need for Building Permits...by Bill Thompson

From time to time we get inquiries pertaining to the requirement for building permits to make improvements on a property. Every homeowner association we manage requires association approval through an architectural review process.

In some associations the Board of Directors performs this service because they do not have an independent architectural review committee (ARC). In others they have a formalized process an owner wishing to make an improvement must follow before they can begin work.

While most of the time either of these processes works well, the problem comes about if an owner forgets to obtain the necessary approvals before starting work or they have a contractor scheduled and need the approval expedited.

Most, if not all, associations have 30 to 45 days to review the application and take action to either approve or disapprove the planned modification. While inconvenient to the owner who forgot to obtain the required approvals, the process is in place so the association has the necessary time to render a decision after reviewing the submitted plans.

The other area that often causes confusion is the requirement by an owner to obtain a building permit and provide a copy with the ARC application. The Association is not responsible for determining if a modification requires a permit and in fact the ARC form states that an approval by the Association does not

negate the owner's responsibility to comply with local, state or federal requirements.

As a guide, here is an excerpt from the City of Jacksonville's Planning & Zoning Section's Municipal Code 320.408 on improvements which do not usually require permits: (f) The following work on a single-family residence may be performed **without** plan review or inspection by the Building Inspection Division, although the Building Inspection Division shall retain the right and option to perform such random inspections as may be deemed necessary to show compliance with the Florida Building Code:

- (1) Installation of water softeners.
- (2) Installation of electric or solar water heaters.
- (3) Roofing repairs or reroofing not exceeding \$5,000 in total cost.
- (4) Decks not exceeding 30 inches in height, 250 square feet in area and \$5,000 in total cost.
- (5) Installation or replacement of siding not exceeding 1,000 square feet in area or \$5,000 in total cost.
- (6) Replacement of light fixtures, switches, ceiling fans and receptacles.
- (7) Window replacement not exceeding \$5,000 in total cost.
- (8) Re-piping not exceeding \$5,000 in total cost.
- (9) Installation of electric fireplaces.
- (10) Construction or installation of sheds not exceeding 150 square feet or \$5,000 in total cost.

(11) Replacement of existing HVAC equipment, the installation cost of which does not exceed \$5,000. This subsection does not include liquid propane, natural gas, or oil source equipment.

(g) The following work on a single-family residence **shall require** plan review only by the Building Inspection Division; provided, however, that the Building Inspection Division shall retain the right and option to perform such random inspections as may be deemed necessary to establish compliance with the Florida Building Code:

- (1) Sheds between 151 and 250 square feet in area and not exceeding \$5,000 in total cost.
- (2) Screen enclosures not exceeding 250 square feet in area or \$5,000 in total cost.
- (3) Open carports not exceeding 500 square feet in area or \$5,000 in total costs.
- (4) Decks exceeding 30 inches in height but not exceeding \$5,000 in cost.
- (h) The exemptions granted in subsections (f) and (g) shall not relieve the owner or contractor from their duty to comply with all applicable provisions of the Florida Building Code. (Ord. 2001-1160-E, § 1; Ord. No. 2004-711-E, § 3; Ord. 2006-101-E, § 1)

Planned improvements or modifications that fall outside these specific exemptions should be an indicator to you that a permit is required, or an application made to have the city determine if one is required.

Many vendors will tell an owner that a permit is not required, however, that property owner is still responsible for determining if one is required and if required, ensuring one is obtained. Don't get burned, always check to see if a permit is required!



## Cappuccino Cake Brownies...by Betty Schofield

- 1 tablespoon instant coffee granules
- 2 teaspoons boiling water
- 1 cup (6 ounces) semisweet chocolate chips
- 1/4 cup of butter softened
- 1/2 cup of sugar
- 2 eggs
- 1/2 cup all purpose flour
- 1/4 teaspoon ground cinnamon

In a small bowl, dissolve coffee in water; set aside. In a microwave—safe bowl or sauce pan over low heat, melt chocolate chips.

In a small mixing bowl, cream butter and sugar. Beat in eggs, melted chocolate and coffee mixture. Combine flour and cinnamon; add to the cream mixture and mix well.

Put into a greased 8—inch square bak-

ing pan. Bake at 350 degrees for 25—30 minutes or until a toothpick inserted in the center comes out clean. Cool before cutting into squares. **Yield: 16 bars.**



# Vice President's Comments Continued from Page 1...

---

Without these monies coming in we simply could not function and attempt to make improvements in the community.

Please note that the Association is following our governing documents, Florida Law and the Fair Credit and Debt Collections Act regarding collections. Without following our documents on these issues there would be no order to enforcement on any issues. Again our goal is to apply our covenants firmly but fairly for all.

As the Board, we would like to thank all homeowners whom have given their time and efforts to help their neighbors in doing landscaping repairs and helping keep their yards manicured when their neighbor is unable to do the work themselves.

I would ask that each of you take the time and thank those who give to others and maybe see if someone near you could use a little help, to get involved with your neighbor.

Lastly it was discussed at our last meeting for our Association to take control of the front entrance and get that area in shape as this has been the number one sentiment expressed by everyone we come in contact with.

While the board would love to make improvements to that area, we still need a grant of easement from the two homeowners that own the property. We are working on this with both of them and feel we are finally on track to get the front entrance put back into shape. In addition, we have secured the right to maintain the center island as the City said this area is not owned exclusively by Unit 1. We have obtained an insurance quote and are working on getting that area insured to protect the Association and all its owners from lawsuits.

Come to the next Homeowners' meeting on April 29th and we may have more information as to the timing of the efforts on the front entrance. We would also like to hear from you as to whether our Association should shoulder the responsibility for getting that area in shape even if those owners in Unit 1 do not want to contribute. We have had several from Unit 1 state they would be willing to contribute, however, nothing has been formalized.

Thanks as always,

*Tim Maciolek, Vice President*

## Questions & Answers...

---

**Q1:** Is there any way we could list people in the neighborhood who provide professional services on the community website?

**A1:** Great Idea! If you will e-mail us at [board@carolinecove.com](mailto:board@carolinecove.com) we will review them and have them posted on our web page and published in the next newsletter. It won't be an official endorsement of the service but may be a help for neighbors to help neighbors.

**Q2:** I got a letter about pressure washing the mildew off the side of my house, doesn't the Association have better things to do than to harass me for such a silly thing?

**A2:** Maintenance of your property is a requirement covered in the governing documents. While it may seem silly to you, we are not being selective on the areas being looked at during the monthly inspections. Mold and mildew growing on the sides of your house does create a negative image of the community and does affect property values negatively.

**Q3:** I hear there is talk of levying a "Special Assessment" against those owners whose property backs up to the detention ponds to recover the costs of mowing, is this true?

**A3:** The Board is looking at all options and has not made a decision on this matter. Remember, the Association has been cutting the embankments of the detention pond as a courtesy to the owners whose property backs to this area and to ensure the area is being properly maintained. As per our governing documents it is still the property owner's responsibility to cut their lawn down to the bottom of the embankment.

**Q4:** What can I do about an owner who lives next door to me that must be breeding dogs? The noise is overwhelming at times and the smell from their back yard is terrible.

**A4:** Great question. We have included the City codes with respect

to animal nuisance problems on page 2. The best way to get action is to either file a notarized Affidavit form or call the city's One-Call Center at (904) 630-CITY. We have put a copy of the form online at [www.floridapropertymgmt.com](http://www.floridapropertymgmt.com) under the Caroline Cove tab. The City will send an animal control officer to the property to investigate. Remember, be very specific on your complaint. If the smell is that noticeable, the City will issue a citation to the property owner and if they are running a breeding operation the City will also cite them for that also. In addition, as per our governing documents an owner can only have 2 pets.

**Q5:** How do I get a street light fixed in front of my house, it's been out for quite a while?

**A5:** This is an easy one to answer. Call JEA's hotline at (904) 665-6000 or go online to [www.jea.com](http://www.jea.com) and click under the "Report a Service Problem Tab" and then fill out the "Report a Streetlight Problem" form.

**Q6:** What is being done about the house down the street from me that appears to be running a repair business out of their garage? On the weekends this owner has dozens of cars parked in front of their house and I see the owner making repairs.

**A6:** We have notified the City's Code Enforcement office to investigate the situation as it is illegal to run any repair-type business in a residential neighborhood, especially one that can generate hazardous materials. It is also a violation of our governing documents to run a business out of your home that generates customer traffic like daycare centers, on-site sales, equipment repairs or beauty shops to name a few.

If you have general questions that you feel may affect everyone or a specific question you want answered, e-mail them to the Board, they will try and answer them in the next issue.

# Meeting Agenda for April 29th HOA Meeting...

The Caroline Cove Homeowners and Community Spring 2008 meeting will be held 6:30 PM, April 29, 2008, at Holly Spirit Catholic Church School Social Hall. Holly Spirit Catholic Church is located at 11665 Ft Caroline Rd, directly across from The Valleys. (Turn Right coming out of the neighborhood and go about 1/4 mile, church is on the Left)

## **Agenda / Schedule of events for homeowners meeting:**

To ensure we conduct our meetings in a proper manner the following agenda/schedule of events will be followed.

1. 6:30 pm Call to order CCOA President
2. Rules of Order explained to members present
3. Treasures Report. Bryan Crype CCOA Sec/Tres
  - Checking/Savings Balances
  - Arrearages owed to association
4. Adoption of December 4, 2007 Annual Homeowners' meeting minutes
5. Old Business: Collections
6. New Business: Front Entrance and related items
7. Speakers and presentations

- a. CCOA VP – Front Entrance – 10 Minutes
- b. Florida Property & Association Management – Fines Committee & Appeal process from July 2007 Statute Changes – 10 Minutes

### 5. Other business

#### a. Neighborhood Announcements

- 1) CPAC
- 2) SHADCO
- 3) Calendar of events

### 6. Open floor for Homeowner Comments

- 1) Limited to 3 minutes per household to include rebuttals
- 2) Will end 10 minutes prior to adjournment of meeting

### 7. Agenda items for future meetings

### 8. 7:30 pm motion to adjourn

Homeowner Comments will be taken on a first come first serve basis. A sign up sheet for homeowners that wish to speak to the Board and the other members of the association will be available 30 minutes prior to Call to Order. A copy of "Owner's Request for Action by the Board of Directors" form is attached and may be downloaded from [www.carolinecove.com](http://www.carolinecove.com)

## Final Thoughts...by Tina Mekara

With summer right around the corner, I have noticed more people out in their yards working and the improvements are obvious. This pride in our homes has also brought neighbors together. Personally, I have enjoyed watching my neighbors get out and make their property look better. I encourage everyone to compliment homeowners who have beautiful yards by asking them for some tips. As Tim said before, look around and help out neighbors when you can. Ft Caroline Cove really is beginning to look better and I appreciate and am proud of everyone's hard work, especially those who planted the flowers at the front entrance.

Caroline Cove Owners' Assn  
P.O. Box 350210  
Jacksonville, FL 32235-0210



**Return Service Requested**