

Wickham Forest Homeowner's Association

<http://www.wickhamforest.com>

SEPTEMBER 2017



New Board of Director Members Needed

Please consider volunteering your time to support your community by serving on the Wickham Forest Association Board of Directors. We need volunteers to serve! The current board has been serving Wickham Forest for many years now. It is time to get some new people, with new ideas, on the Board.

If you, or somebody you know, are willing to serve on the Wickham Forest Homeowner's Association Board of Directors, a resume should be submitted to the WickhamForest.com website or to any present board member, to be received no later than November 30, 2017. The candidates that submit resumes will speak at the January 2018 meeting. This is a great way to meet other homeowners in the subdivision while serving your neighborhood. While write-in names are always acceptable, it is preferable to have your name on the printed ballots.

The next annual meeting will be in February 2018. The primary purpose of the annual meeting is to elect homeowners to the Wickham Forest Homeowner Association Board of Directors.

Be a leader in the community and help make a difference!!!!



Happy September 4!!

If you have an American Flag consider flying it on this day.

Wickham Forest
Homeowners Association, Inc.
PO Box 410621
Melbourne FL 32941-0621
FAX: (888) 851-4645

CONTACTS

Association Board

Wickham-
Forest@Googlegroups.com

Nancy Phillips, President
(321) 255-1596

Mary Greenfield
1st Vice President
(321) 253-0328

Ashley Bumgarner, 2nd Vice
President
(816) 787-71118

Carol Smith, Secretary
(321) 525-9517

Ed Clark, Treasurer
(321) 255-9476

Architectural Review Committee
Carol Theiler, Chairperson
(321) 259-7400

- Susie Nichols
- Linda Beckwith
- Bob Bruno
- Bernadette Pinto (alt)
- Georgette McWilliams

Webmaster
Duane Charter (321) 255-8382

Wickham Forest Website
<http://www.wickhamforest.com>

North Melbourne HOA Alliance
www.northmelbournehomewonersalliance.com

NEW PROCEDURE FOR REPORTING VIOLATIONS

The covenants stipulate that the Wickham Forest Homeowner Board of Directors is responsible to uphold the covenants. Two board members verify a violation before a notice is sent to a homeowner.

Mildew/mold or any type of stain on homes, roofs and sidewalks; homes needing painting, lawns needing to be mowed and edged, trees needing to be pruned; planting beds needing to be weeded WILL NOT require a photograph to be taken because they are obvious enough just by looking that they are not going to be taken care overnight.

Trash cans, yard waste at the curb early, illegally parked cars; things that can change overnight WILL NEED a photograph to be taken in order to establish a pattern or to prove a continuous violation.

Board members will be the ones taking photographs to verify violations!



IMPORTANT Yard Waste Reminder

Yard waste is collected by the City on Friday. Wickham Forest covenants regarding yard waste have not changed. Trash and yard waste shall not be placed at curbside earlier than 5:00 p.m. on Thursday, the evening before scheduled pick up. It only takes a few moments to haul a garbage can to the curb.

VIOLATION LETTERS WILL BE SENT:

If you have telephoned the City for pick up, please take a moment to notify the Board so you do not receive a violation notice.

If very large amounts of yard waste need to be removed, the city should be called (321-953-6302) as located on page 7 of this newsletter to schedule a special pick up. If you hire someone to trim your trees/shrubs they are **REQUIRED** to haul the debris away. Unlicensed/uninsured vendors may not provide complete service and could present possible legal problems for the homeowner.

**THE NEXT WICKHAM FOREST BOARD OF DIRECTORS WILL BE
SEPTEMBER 13, 2017 AT 7:00 PM AT 4245 WOOD HAVEN DRIVE**

Wickham Forest HOA Board of Directors Meeting

DATE: August 16, 2017

Determination of Quorum: Nancy Phillips, President; Mary Greenfield, 1st Vice President; Ashley Bumgarner, 2nd Vice President; Ed Clark, Treasurer and Carol Smith, Secretary

Meeting convened at 7:00 PM at 4245 Wood Haven

Minutes of previous meeting approved.

President's Report: Nothing

1st Vice President's Report:

Mary spoke with Greenleaf about hedges needing to be trimmed and weeds needing to be pulled in the flower-beds. Pepper tree has grown back. Mary will speak with Jim/Arbor Tech about what needs to be done next. The Sanctuary sign is ready, just waiting for it to be installed.

Summer Brook swale vs private property (behind homes on Bent Pine Street & Wild Wood Drive) is still a problem. Mary will check with our legal counsel/Joe about how to handle the issue. Ed will get with Corey/Brevard Excavation and Landscaping to check out the properties on the swale.

2nd Vice President's Report:

The following violation letters were mailed: 3-for lawn maintenance; 23-for recycling bins/garbage cans in view; 2-for mildew on home; 2-for house painting; 3-for street parking and 2-for work vehicles.

Treasurer's Report: Approved as read

Secretary's Report: Nothing

Old Business:

The foreclosure on 2775 Forest Run Drive is still ongoing (over 3 years), once the bank takes over, the chain link fence will come down.

New Business:

Ed Clark made a motion that all board members should review the covenants and note whatever they felt needed changes. Ashley Bumgarner seconded the motion. More conversation about the issue will take place at the September board meeting.

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Wickham Forest HOA Board of Directors Meeting continued:

New Business:

Nancy made a motion that we put an article in the September's Newsletter that homeowners wishing to run as a Candidate for the 2018 Board of Directors should submit a resume to the Wickhamforest.com website or to the present board to be received no later than November 30, 2017. The candidates will speak at the January 2018 meeting.

Nancy provided the board a list of what an Administrative Assistant duties would do for board. Carol made a motion that the board should agree to hire an Admin Asst. Nancy seconded the motion. Motion was passed.

Ashley proposed the Administrative Assistant salary should be \$1,000.00 per month, seconded by Mary. Motion was passed.

With no other business at hand, Ed made the motion to adjourn at 8:11 PM., and it was seconded by Nancy. Next Board meeting will be September 13, 2017.

Respectfully submitted,

Carol Smith, Secretary

Violation Notices Process

1. Complaint followed by minimum of two board members verifying with dated picture as needed.
2. Reminder allowing ample time to correct the violation.
3. 2nd Notice again allowing ample time to correct the violation.
4. 3rd Notice again allowing ample time to correct violation.
5. 14 days notice to communicate with the Appeals Committee if in agreement with the fine.
6. Appropriate fines administered should the violation NOT be corrected.

Special Note: The WFHOA newsletter is available on the Wickham Forest website and the Nextdoor Wickham Forest website for your viewing OR at your request, a printed copy can be delivered to your home. Contact Carol Smith at wickham-forest@googlegroups.com

Wickham Forest ARC Meeting Summary

August 8, 2017

Members Present:

Bob Bruno Georgette McWilliams
Carol Theiler

2840 Forest Run Drive:

REPAINT EXTERIOR HOUSE/TRIM

House—The FreshAire Choice—Midsummer Gold
FAO39

Trim—Behr—Cotton Wisper Cream—W-F-300

ADD STONE VENEER TO FRONT OF HOUSE BELOW BANDS

EXTEND DRIVEWAY 6'7' ON EAST SIDE AND 1'2' ON WEST SIDE

REPLACE DRIVEWAY WITH PAVERS TO THE STREET

2280 Bent Pine Street:

REPLACE FRONT DOORS AND SIDE LIGHT WITH HURRICANE DOORS

REPLACE EXISTING SHADOW BOX FENCE WITH SAME FENCE

2430 Wild Wood Drive:

INSTALL 18 PHOTOVOLTAIC SOLAR PANELS ON ROOF

EXTERIOR HOUSE/TRIM PAINT

House—White—(sample submitted) Trim—Brown -(sample submitted) INSTALL
19'X17' SCREEN ROOM IN REAR OF HOUSE

2555 Wild Wood Drive:

REPLACE FRONT DOORS AND SIDE LIGHT

2650 Wild Wood Drive:

REPLACE FENCE ON EAST SIDE OF PROPERTY AND TWO FRONT GATES WITH
SAME FENCE

4630 Willow Bend Drive:

REPLACE ROOF WITH ARCHITECTURAL SHINGLES

4565 Willow Bend Drive:

TRIM PAINT Trim—Behr—Studio Taupe—PPU5-7

Continued on page 6



Wickham Forest ARC Meeting Summary

4295 Wood Haven Drive:

REPLACE GARAGE DOORS WITH HURRICANE RATED DOORS

A FRIENDLY REMINDER: The ARC Committee is unable to consider requests for painting without a color sample. We cannot take just a name or “same as before.” Requests submitted without proper documentation just delay the approval of your request.

Our next meeting will be September 12, 2017, 7:00 PM., at 4590 Willow Bend Drive

Most items are easily approved and most questions answered. We are all working to make our Wickham Forest neighborhood the best and loveliest in the area. All projects must be started within 6 months or a new request will have to be submitted. Also, remember to check with the covenants or the ARC member if you have any questions regarding exterior changes.

Notice to Wickham Forest Residents:

It is **highly unusual** that a person representing the Wickham Forest Board of Directors would knock on your door for anything, especially a violation. Again, when violations are reported to the board, a minimum of 2-3 board members verify that the report is authentic, then a violation notice is **MAILED** via USPS. Board members may walk past your property, drive past your property and/or at times take a dated photo for documentation to confirm that there is, indeed a frequently occurring violation.

If you receive a typed or printed notice on your door or auto, it will **NOT** be left by a person representing the WFHOA Board of Directors. If a written message is left in your mailbox without a postage stamp, it is a violation of federal postal codes and punishable by law and you should notify the proper authorities as well as notifying the board so everyone can be vigilant.

Should you have questions or further concerns, please send your questions to **wickham-forest@googlegroups.com.**

It is the hope and expectation of this board that everyone in Wickham Forest is striving to keep their property in the very best of condition at all times.

WELCOME NEW RESIDENTS

The board would like to welcome you to the community. If you do not have a copy of our Covenants and Deed Restrictions, or have any questions about them, please contact any board member.

A few reminders regarding our Covenants, for those who do not have a copy —

1. **Yard trash is picked up on Fridays.** Yard trash should not be placed at the curb until the night before pick-up. Tree branches/shrub clippings, etc. need to be cut down to 4 foot sections and bundled for easier pick up by waste management. **Waste Management will NOT pick up any yard trash in plastic bags.**
2. **Bulk Items:** You do need to call Waste Management to schedule a pickup bulk items (including furniture). These items can be placed at the curb on Fridays. The truck that picks up the yard trash will make note of the address and return later in the day to pick up bulk items. They will be automatically picked up as long as nothing was longer than 4 ft.; the same as yard trash. information, contact Waste Management at 321-723-4455.
3. **Electronics:** You still need to call to arrange a special pick up for appliances and electronics.
4. **Garbage is picked up on Tuesdays and Fridays. Recycling is picked up Wednesday.** Garbage containers/recycling bins should not be placed at the curb until 5pm the night before pick up. Garbage containers/recycling bins must be stored as not to be visible from the street or adjacent property within sight distance of the lot. Only items in the recycling container will be picked up on Wednesday. Large loose items will be picked up on Friday.
5. If you are planning to paint your home or plan any exterior changes, please contact the Architectural Review Committee (ARC) for approval **BEFORE** starting any new project. A sample of paint color, shingle type/color, plan layout, etc. must be submitted to the ARC for approval.
6. Waste Management trucks are automated, maned by only one employee. Therefore, any trash articles NOT in the garbage bin WILL NOT be picked up. The driver is not supposed to leave his truck.

IMPORTANT CONTACTS

Melbourne Police Dept. (non-emergency) (321) 608-6731 (MPD1)
Fire Department (321) 752-4642
Melbourne City Hall (321) 727-2900
City of Melbourne Water Department (Normal Hours) (321) 674-5726
City of Melbourne Water Department (Emergency) (321) 255-4622
Fix a pothole: City of Melbourne (321) 953-6231
FPL Power Outage (800) 468-8243
FPL Meter Check (800) 468-8243
Florida City Gas leaks, Odors, or Emergencies (888) 352-5325
Waste Management 321 723-4455
Appliance Pick up: (321) 953-6302
Large yard pile Pick Up: (321) 953-6302
Dispose of old paint or other household chemicals: (321) 255-4365
AT&T Residential Repair Service: (877) 737-2478
AT&T Fast Access DSL Technical Support: (888) 321-2375
Bright House Customer Service (321) 254-3300
Bus Transportation (321) 242-6497

ARC GUIDELINES

The HOA board understands that trends in house colors have changed over the years and so is working on updating the official color book. The guidelines used by the ARC for evaluating color schemes essentially remains intact, conforming to the guidelines in the Official Color Book for house, trim and accent (i.e. the front door). The selected colors need to be considered in relation to:

Roof color Any brick or stone color Colors of adjacent homes
Compatibility of house and trim colors

When submitting a request for house painting to the ARC the homeowner needs to include:

Color name, number and manufacture (if your color choice is already on a home somewhere in the neighborhood, the ARC chair-person can provide you with this information) along with a sample of colors attached to the form.

Color garage door is to be painted

Fascia, soffit and rain gutter color, if applicable (generally, these are left white, unless the trim is a pale neutral that matches the roof)

Front Door color, if applicable

In most cases, if new or unusual color combinations are being requested, samples of such color will need to be painted on the house so they can be evaluated for confirmation to the standards. A tiny swatch of color in the paint store under fluorescent light may seem lovely, however, when it covers a whole house it can become overwhelming.

Some helpful tips when preparing to select house colors: Use non pastel shades and tones of a color look better with a white or cream trim.

Garage doors are not considered trim and should generally be painted the house color (doing so tends to make the house look larger) with the exception of:

If the house is a deeper tone with white trim, the garage door can be the trim color.

If the house is painted a light and medium shade of a single color (i.e. a light grey and a medium grey) the garage door can be painted the trim color.

Houses with double trim bands:

Paint both bands the same color Paint them two shades of the same color

Do not paint unrelated colors.

Banking Summary - Jul 2017

7/1/2017 through 7/31/2017

Category	7/1/2017- 7/31/2017
INCOME	
	0.32
TOTAL INCOME	0.32
EXPENSES	
Electricity	99.64
Landscaping	450.00
Ponds	400.00
Postage	15.99
TOTAL EXPENSES	965.63
OVERALL TOTAL	-965.31

Account Balances - As of 7/31/2017

Account	7/31/2017 Balance
Bank Accounts	
BUS SELECT HY SAV XX5720	12,507.31
BUSINESSSELECT CHKG XX1800	48,461.33
TOTAL Bank Accounts	60,968.64
OVERALL TOTAL	60,968.64



**RECYCLE OFTEN.
RECYCLE RIGHT.**

WHY recycle?



Plastic bottles
can turn into clothing



Aluminum cans
can turn into new ones in 60 days



Today's news
can become a new cereal box

How to recycle:



Recycle all bottles, cans
and paper



Keep items clean and dry



No plastic bags



© 2014 Waste Management, Inc. The Recycle Often, Recycle Right™ recycling education program was developed based upon national best practices. Please consult your local municipality for their acceptable materials and additional details of local programs, which may differ slightly.

What are My Recyclables Used to Make?

Besides the items shown in the graphic, your recycling efforts really do pay off in abundance. Here is a run down of some of the most commonly recycled items and what they are made into after they have been collected at the curb:

Aluminum Cans

Aluminum cans are shredded, cleaned, melted and mixed with a pure aluminum base, then recast into new aluminum products.

Aluminum Foil/Trays

Foil packaging can be made into new wrapping foil, semi-rigid packaging such as pie plates and food trays, and flexible packaging such as gum or candy wrappers.

Paperboard Boxes (cereal, crackers, pasta, cake boxes, etc.)

These boxes are generally used to make new boxes, puzzles and things such as egg cartons.

Cardboard

Cardboard can be recycled into new cardboard, paperboard boxes, puzzles, games and items such as tablet backing.

Glass Bottles and Jars

Old food and beverage containers are crushed into a material called cullet and made into new food and beverage containers. Some kinds of glass are made from different ingredients than glass bottles and jars. For instance, window glass, drinking glasses, dishes and mirrors are all made differently. Therefore, they cannot be recycled at the curbside with glass bottles and jars.

Magazines, Catalogs and Phone Books

These are recycled into items such as food or gift boxes, tissue paper, game boards and greeting cards.

Mail, Office and School Paper

These papers can be used to make cereal boxes, facial and toilet paper, greeting cards, gift wrap and writing paper.

Newspapers

Newspapers and inserts are mixed in with other grades of paper to make new newspapers, paperboard, puzzles, wallboard, gift/food boxes and animal bedding.

Plastic Containers with Necks, #1 and #2

PETE #1 is recycled into carpet, clothing, strapping, tennis balls and other bottles. HDPE #2 is recycled into new containers, drainage pipe, film, pallets and plastic lumber for picnic tables, decks and fencing.

Steel Food Cans

The two by-products — high grade steel pellets and tin ingots — are both remade into tinplate containers. Most steel cans are used to make new cans for food products, paint, aerosol and other materials.

