

1                                   **The Landings Management Association, Inc.**  
2                                   **Minutes of the Board of Directors Meeting**  
3                                   **June 2, 2011**

4  
5                                   approved

6   **Call to Order**

7   Henry Rhodes called the meeting to order at 7:00pm at the Landings Racquet Club, 5350 Landings  
8   Boulevard, Sarasota, Florida.

9   **Determination of Quorum**

10   Present were Henry Rhodes, William Whitman, Richard Bayles, Norman Olshansky, Edgar “Larry”  
11   Lawrence, James Bagley, and Ronald De Anna.

12   Tara Lamb       2<sup>nd</sup> absence

13   Jack Jost        1<sup>st</sup> absence

14   A quorum was present.

15   Presidents of Associations in attendance:

16   Dan Radman	Eagle Point # 3
17   Barbara Pendrell	Villas at Eagle Point
18   Patricia Decker	Landings South IV
19   David Lewis	Landings South I
20   Nate Richards	Cloisters
21   Nick Pocock	Treehouses
22   Norm Olshansky	Lake View
23   Bill Whitman	Landings Homeowners
24   Henry Rhodes	Landings South VI

25   George Niel of Argus Property Management, Inc., Irwin Starr of *The Landings Eagle* and two other  
26   residents were also in attendance.

27   **Confirmation of Proper Meeting Notice**

28   The notice was posted in accordance with the by-laws of the Association and requirements of Florida  
29   Statutes.

30   **Appointment of Acting Secretary**

31   A motion was made and seconded to appoint George Niel as Acting Secretary for the meeting. The  
32   motion passed unanimously.

33   The following correction of the May 5, 2011 minutes was suggested and discussed:

34                Addition to line 104 “It was further decided to re-open the South Gate to the previous  
35                hours of 7:00am until 11:00pm”.

36   Larry Lawrence then made a motion seconded by Richard Bayles to approve the minutes of the May 5,  
37   2011, Board meeting. The motion passed unanimously.

38   **President’s Report**

39   The President stated that he had interviewed Joseph Hennessy and at the next Board meeting will appoint  
40   him as the new Landscape Chairman.

41   The President then reported that there had been a Court Hearing concerning the ENA lawsuit and that the  
42   Judge took all of the information “under advisement” and would make a ruling. The President further  
43   stated that the ruling could come as soon as tomorrow or it may take several weeks.

44   The President then reminded everyone about the Board Workshop meeting which will be held on June 11,  
45   2011 at the Landings Racquet Club Poolside Room between the hours of 8:00am and 12:30pm.

46 **Treasurer's Report:**

47 The Treasurer reported that we are now staying well within budget and barring any emergencies  
48 such as a hurricane it is possible that we may end the year with a substantial surplus of  
49 approximately \$50,000.00.

50 The Treasurer stated that he is working on updating the "Green Book" and is also working on a  
51 hurricane informational letter to be sent to all members.

52 The Treasurer's report will be filed for audit without objection.

53 **Committee Reports:**

54 **Aesthetics:**

55 James Bagley reported that the new signage at the main entrance would be installed Wednesday  
56 or Thursday of next week.

57 He also reported that he had received one concept and bid concerning the enhancement of the  
58 main entrance area from Tamiami Trail to the Gatehouse and in particular around "Sweet  
59 Tomatoes". After discussion it was decided that another bid should be obtained the Chairman of  
60 the Board asked the Aesthetics Committee to get another Landscape Architectural lay out and a  
61 cost estimate of same.

62 James Bagley expressed concern on how this project would be funded. After discussion it was  
63 decided to wait until all bids were received and at that time it may be possible for the some  
64 funding to come from the landscaping budget.

65 **Environmental:**

66 No report.

67 **Drainage:**

68 In the absence of Jack Jost, Henry Rhodes gave the drainage report, which is in the form of two  
69 proposals that are attached.

70 After discussion, Edgar "Larry" Lawrence made a motion seconded by Richard Bayles to accept  
71 both the proposals one in the amount of \$2,850.00 and the second in the amount of \$2,950.00 for  
72 a total of \$5,800.00. The motion passed unanimously.

73 **Financial:**

74 Discussed during the Treasurer's report.

75 **Lakes:**

76 Edgar "Larry" Lawrence reported that fountains and lights are again working at lakes four (Heron  
77 Lake) and nine (Eagle Lake) (Ben Mayne?).

78 He also reported that the vegetation at lake number 1(North Lake) has been sprayed and should  
79 be back to normal in about another two weeks.

80 Edgar "Larry" Lawrence also gave a Community Hauling update which is attached to these  
81 minutes.

82 **Landscape:**

83 No report.

84 **Public Relations:**

85 No report.

86 **Roads:**

87 Ronald DeAnna's report is attached.

88 **Safety and Security:**

89 William Whitman reported that he, Captain Colon, and the Manager met at the South Gate to  
90 discuss additional lighting and a new communication cable linking the South gate to the Main  
91 Gate. After presenting their proposals, the Board gave approval for the new lighting and new  
92 cable.

93 William Whitman then reported that there was an incident at the main gate where a member  
94 became abusive because the guard on duty would not break a standing rule concerning the  
95 admittance of a vendor during board-designated holidays banning such entrance.

96 William Whitman then stated that the member later apologized for his actions.

97 After discussion it was decided to place a sign at the main gate stating that "ID Required".

98 The Manager reported that he had contacted All Traffic Solution concerning the radar sign and is  
99 waiting for an update from them as to delivery time.

100 Mr. Whitman indicated he had not been able to meet with The Oaks or any other gated  
101 community regarding their verification and procedures for non-residents entering their  
102 community but expected to do so before the next board meeting.

103 **Strategic Planning:**

104 No report.

105 **OLD BUSINESS:**

106 None.

107 **NEW BUSINESS:**

108 Norman Olshansky recommended the Board adopt formal policies regarding Conflict of Interest, Code of  
109 Ethics and Whistle Blower issues. He provided a copy of the Van Wezel Foundation, Inc. policies which  
110 are attached to these minutes. Dick Bayles offered to draft versions of those policies for LMA for board  
111 consideration.

112 A discussion arose concerning the fees that the LRC is imposing for the use of their facilities. Richard  
113 Bayles, President of the LRC, stated that this issue would be re-visited at the next LRC board meeting.

114 The President opened a discussion concerning the LRC's Defibrillator and the training that may be  
115 required for its proper use. It was decided that because of liability issues the Board should get legal  
116 advice. The President said that he would contact the association's attorney for this advice.

117 **FOLLOW UP ACTION:**

- 118 • Richard Bayles "Hurricane Letter"
- 119 • James Bagley 2<sup>nd</sup> Bid for entrance enhancement
- 120 • Ronald DeAnna Bartow Florida report.
- 121 • Norm Olshansky to provide sample policy statements
- 122 • Henry Rhodes Defibrillator discussion with board attorney
- 123 • Bill Whitman follow up re procedures for non residents entry with other communities

124

125 **ADJOURNMENT**

126 Richard Bayles made a motion seconded by William Whitman to adjourn, motion passed and the meeting  
127 adjourned at 8:27pm. The next regular meeting is scheduled for July 7, 2011 at 7:00pm.

128

129 Respectfully submitted,

130





Landscaping, Design & Maintenance  
 PO Box 7365  
 Sarasota, FL 34278  
 (941) 954-2399

# Proposal

Date	Estimate #
6/1/2011	3897

*[Redacted area]*

Jack Jost  
 Landings Comm. Assoc.  
 4807 Peregrine Point Circle W.  
 Sarasota, FL 34231

Telephone	Alt. Telephone	E-Mail	Reference #		
941.922.5195	941.350.9595	jjost@verizon.net			
Description			Qty	Cost	Total
Landscaping Design & Installation Proposal # 1 Landings Blvd. & Heron's Way / Rakoff Fence  Remove pepper tree clump & stumps / Create swale around Rakoff fence to existing drainage basin / Resod swale w/ Bahia Sod (Swale area approx. 4' X 60') @ \$2850  Proposal # 2 Kestral Parkway S. & Landings Blvd. Clean Swale along roadway for water to flow uninterrupted from proximity of concrete electric pole to drain boxes at Kestral Parkway S. in Landings Blvd. / Remove Pepper Tree & Resod Swale @ \$2950			1	5,800.00	5,800.00
			<b>Total</b>		<b>\$5,800.00</b>

1/2 down on acceptance - balance due on completion.  
 90 day guarantee on all plants.  
 No guarantee on sod - installed in excellent condition.

Signature *[Handwritten Signature]* Date *June 7, 2011*

## JUNE 2, LMA MEETING REPORT

### LMA Community Hauling Program

The next dates for the Community Hauling Program are June 8 and August 10. Residents can bring their household hazardous waste and other approved materials to the North Gate between 8 am and 9:30 am. For the LMA to transport the materials to the Sarasota County Bee Ridge disposal site, you must make a reservation with George Niel of Argus Management 927-6464 x-110 by noon the day before and the service is limited to the first 20 callers.

The first pick-up date on May 11 was a huge success. All those residents making reservations came in the 8-9:30 am time slot and deposited a great deal of materials-two trips to the Bee Ridge disposal site were needed! Homeowners seemed most happy to leave their unwanted hazardous stuff and other materials without going out of the Landings-everyone left smiling and this made the program's volunteers pleased too.

As expected, this being the first attempt at the "hauling program", a few lessons were learned. Several that hadn't made reservations brought materials, but they were gladly received in order to get the program off to a positive start. However, in the future only those with reservations can be accommodated. Also if you have lots of materials, it would be helpful if you would let us know when you call for reservations.

Some brought materials that can go in the weekly trash pick-up. Please double check what is acceptable in the weekly trash. Using this routine service makes it easier for all involved and may avoid multiple trips to the Bee Ridge site. More importantly, no one brought items that were unacceptable and this was greatly appreciated-please continue to check the list of approved items.

I want to express appreciation to our most capable, cheerful volunteers: Rob Dombroski, Burt Frank, Gary Warren and Colin Wendell and also to "Van" Van Dyke, the LMA maintenance associate. Without their efforts the program would not be possible.

The Community Hauling Program was initiated by LMA to assist the homeowners in the disposal of their household hazardous materials. Products such as cleaners, solvents, oils, etc. and many types of electronics and batteries can be handled by the program. For a complete listing please refer to the May 2011 issue of the "Eagle" page 10, available at [www.landingseagle.com](http://www.landingseagle.com). Please note: Only the products and materials specified can be accepted.

If you have questions about the program, contact LMA board member Larry Lawrence 410-456-6240.

The LMA hopes that the "hauling" program will make the proper disposal of household waste easier and at the same time contribute to improving our environment.

Sincerely,

Larry Lawrence, LMA Board Member

## George

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**From:** Norman Olshansky [NOlshansky@vwfoundation.org]  
**Sent:** Friday, June 03, 2011 9:06 AM  
**To:** rubayles@alum.mit.edu  
**Cc:** Henry Rhodes; George  
**Subject:** Policies

As a follow up to our Board discussion, I've attached three Board Policies that we require our Board members to read, understand and sign with their approval to be held accountable.

1. Conflict of Interest
2. Code of Ethics
3. Whistle Blower

Take a look at all three. They may be all applicable for LMA with modification. However, before we ask board members to sign any policy, we need to make sure the exact wording of the policy has been adopted by the board.

Norman Olshansky  
President and CEO  
Van Wezel Foundation  
(941) 366-5578  
<http://vwfoundation.org>

VAN WEZEL FOUNDATION, INC.  
**CONFLICT OF INTEREST POLICY**

Adopted April 14, 2009

## 1. PURPOSE

The purpose of the conflict-of-interest policy is to protect the interest of the Van Wezel Foundation, Inc. (the "Foundation" or "VWF") when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer, director or employee of the Foundation which is inconsistent with the best interests of the Foundation.

## II. DEFINITIONS

**Interested Person** - Any director, officer, employee or member of a committee with governing board delegated powers, who has a direct or indirect financial interest, as defined below, is an interested person.

**Financial Interest** - A person has a financial interest if the person (or member of his or her immediate family) has, directly or indirectly, one or more of the following:

1. A position as an officer or director or employee of an organization which is applying for or receiving a grant from the Foundation.
2. An ownership or investment interest of greater than 5% in any entity with which the Foundation has a transaction or arrangement.
3. A compensation arrangement with the Foundation or with any entity or individual with which the Foundation has a transaction or arrangement. Compensation includes direct and indirect remuneration as well as gifts or favors that would be reasonably considered to be not insubstantial.

**Conflict of Interest** – A conflict of interest is a situation in which the private interests of an interested person are or may be inconsistent with the best interests of the Foundation. A financial interest is not necessarily a conflict of interest. Under Article III, a person who has a financial interest may have a conflict of interest only if the Board of Directors or appropriate committee determines that a conflict of interest exists or if the interested person declares that a conflict of interest exists.

## III. PROCEDURES

**Duty To Disclose** – An interested person shall disclose to the Foundation the existence of any financial interest which may constitute a conflict of interest as soon as reasonably possible. The interested person shall be given the opportunity to disclose all material facts to the Board or



members of committees with governing board delegated powers considering the proposed transaction or arrangement.

### **Determining Whether a Conflict of Interest Exists**

A conflict of interest may be determined to exist in one of two ways:

1. A conflict may be declared by the interested person without further action of the Board of Directors.
2. The Board of Directors may make a determination whether a conflict of interest exists according to the following procedure. After disclosure of the financial interest and all material facts, and after any discussion with the interested person, the interested person shall leave the meeting of the Board of Directors (although he or she may continue to be counted towards a quorum). The Board of Directors shall discuss the matter and determine by majority vote of the disinterested directors whether a conflict of interest exists.

### **Procedures for Addressing the Conflict of Interest**

Once a conflict of interest is determined to exist:

1. The chairperson of the Board may, if appropriate, appoint a disinterested person to investigate alternatives to the proposed transaction or arrangement which involves a conflict of interest.
2. The Board shall determine, by majority vote of the disinterested directors, whether the transaction or arrangement is in the Foundation's best interest and whether to proceed with or reject the proposed transaction or arrangement which involved a conflict of interest. During the discussion of and vote on the matter, the interested person with a conflict of interest shall not be present (although he or she may continue to be counted towards a quorum).

## **IV. Records of Proceedings**

The minutes of the Board of Directors or committee with board delegated powers shall contain:

1. The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action take to determine whether a conflict of interest was present, and the Board of Director's or committee's decision as to whether a conflict of interest in fact existed.
2. The names of the persons who were present for discussion and votes relating to the transaction or arrangement, the content of the discussion, and a record of any votes taken in connection with the proceedings.

## **V. Compensation**

The following rules shall govern action of the Board of Directors or committees voting on matters related to compensation:

1. A voting member of the Board of Directors who receiving compensation, directly or indirectly, from the Foundation for services is precluded from voting on matters pertaining to that member's compensation.
2. A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Foundation for services is precluded from voting on matters pertaining to that member's compensation.
3. A voting member of the Board of Directors or any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Foundation, either individually or collectively, is not prohibited from providing information to any committee regarding compensation.

## **VI. Violations of the Conflict of Interest Policy**

If the Board or committee has reasonable cause to believe a member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose. If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines that the member has failed to disclose an actual or possible conflict of interest, it shall take appropriate corrective action.

## **VII. Annual Statements**

Each Director, officer, member of a committee with governing board delegated powers, and employee shall annually sign a statement which affirms such person:

1. Has received a copy of the Conflict of Interest Policy.
2. Has read and understands the policy.
3. Has agreed to comply with the policy.
4. Understands the Foundation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities which accomplish one or more of its tax-exempt purposes.

## **VIII. Periodic Reviews**

To ensure that the Foundation operates in a manner consistent with its charitable purposes and that it does not engage in activities that could jeopardize its status as an organization exempt

from federal income tax, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

1. Whether compensation arrangements and benefits are reasonable and are the result of arms-length bargaining
2. Whether acquisitions of property and services from any person result in inurement or impermissible private benefit to that person.
3. Whether partnership and joint venture arrangements and arrangements with management service organizations (if any) conform to written policies, are properly recorded, reflect reasonable payments for goods and services, further the corporations charitable purposes, and do not result in inurement or impermissible private benefit.
4. Whether agreements to provide charitable services and agreements with other service providers and third parties further the Foundation's charitable purposes and do not result in inurement or impermissible private benefit to such parties.

#### **IX. Use of Outside Experts**

In conducting the periodic reviews provided for in Article VIII, the Foundation may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of its responsibility for ensuring that periodic reviews are conducted.

**VAN WEZEL FOUNDATION, INC.**  
**CODE OF ETHICS**

**Adopted April 14, 2009**

**I. Code**

Members of the Board of Directors, employees, and volunteers of the Van Wezel Foundation, Inc. are committed to observing and promoting the highest standards of ethical conduct in the performance of their duties and responsibilities, and pledge to accept this code as a minimum guideline for ethical conduct and shall:

**II. Accountability**

1. Faithfully abide by the Articles of Incorporation, by-laws and policies of Van Wezel Foundation, Inc.
2. Exercise reasonable care, good faith and due diligence in organizational affairs.
3. Fully disclose, at the earliest opportunity, and if legally and ethically able to do so, information that may result in a perceived or actual conflict of interest in accordance with the Foundation's Conflict of Interest guidelines.
4. Fully disclose, at the earliest opportunity, information that would have significance in board decision-making.
5. Remain accountable for prudent fiscal management to the Foundation, the board, and donors, and where applicable, to government and funding bodies.
6. Comply will all applicable laws and regulations.

**III. Professional Excellence**

1. Maintain a professional level of courtesy, respect, objectivity and highest ethical business standards in all Foundation activities.
2. Strive to uphold those practices and assist other members of the board, staff and volunteers in upholding the highest standards of conduct.

**IV. Personal Gain**

1. Exercise the powers invested for the good of the Foundation rather than for his or her personal benefit.

**V. Equal Opportunity and Inclusiveness**

1. Uphold a policy of inclusiveness and take meaningful steps to promote inclusiveness in its hiring, retention, promotion and constituencies served.

## **VI. Fundraising**

1. Be truthful in solicitation materials and expend funds consistent with donor intent.
2. Disclose important and relevant information to potential donors.
3. Uphold the Donor Bill of Rights and professional standards of ethics.

## **VII. Confidential Information**

1. Respect the confidentiality of sensitive information known, including donor information, to the fullest extent.

## **VII. Collaboration and Cooperation**

1. Respect the diversity of opinions as expressed or acted upon by the board, committees, staff, and volunteers, and formally register dissent as appropriate.
2. Promote collaboration, cooperation, and partnership among Foundation board members, employees, volunteers and the constituencies served.

**Van Wezel Foundation, Inc.**

# **Whistleblower Protection Policy**

**Adopted April 14, 2009**

## **I. General**

The Van Wezel Foundation, Inc. Code of Ethics (“Code”) requires members of the Board of Directors, volunteers, and employees to observe high standards of business and personal ethics in the conduct of their duties and responsibilities. Directors, volunteers, and employees of the Foundation, must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations.

## **II. Reporting Responsibility**

It is the responsibility of each director, volunteer and employee to report, in accordance with this whistleblower policy, (a) questionable or improper accounting, financial reporting or auditing matters and (b) suspected violations of the Code.

## **III. No Retaliation**

This Whistleblower Policy is intended to encourage and enable employees and others to raise serious concerns within the Organization prior to seeking resolution outside the Organization. No director, volunteer or employee who in good faith reports a violation of the Code shall suffer harassment, retaliation or adverse employment consequence. An employee who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including termination of employment. A director or volunteer who violates this “no retaliation” policy will be subject to appropriate disciplinary action.

## **IV. Reporting Violations by Employees**

The Van Wezel Foundation supports an open door policy and suggests that employees share their questions, concerns, suggestions or complaints with someone who can address them properly. In most cases, an employee’s supervisor is in the best position to address an area of concern. However, if the employee is not comfortable speaking with the supervisor or is not satisfied with the supervisor’s response, the employee is encouraged to speak with anyone in management or from the Board whom the employee feels comfortable in approaching. If an employee is not comfortable sharing the concerns with any of these individuals, then the employee should address the concerns to the Chairman, or a member of the Governance Committee.

The Governance Committee will determine the appropriate persons to investigate the matter. (The names and phone numbers of the Governance Committee members are set forth at the end of this Policy.)

## **V. Reporting Violations by Directors or Volunteers**

Directors or volunteers should direct their concerns to the Chairman or a member of the Governance Committee.

## **VI. Accounting and Auditing Matters**

The Finance Committee of the Board of Directors shall address all reported concerns or complaints regarding corporate accounting practices, internal controls or auditing. If such an allegation is first reported to a member of management, the member of management shall immediately notify the Finance Committee of such allegation.

## **VII. Acting in Good Faith**

Anyone initiating a complaint concerning a violation or suspected violation of the Code must be acting in good faith and have reasonable grounds for believing the information disclosed indicates a violation of the Code. Any allegations which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offense.

## **VIII. Confidentiality**

Violations or suspected violations may be initiated on a confidential basis by the complainant or may be submitted anonymously. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

**George**

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**From:** ronaldandsally1@comcast.net

**Sent:** Friday, June 03, 2011 2:44 PM

**To:** George@argusmgmt.com

**Subject:** Information


RE: Traffic at US 41 & Kestral Park - A meeting is scheduled with Florida DOT and Grimail Engineering on June 16, 2011 at 10:00 AM in Bartow, FL. Also attending at this ( subject to change) time are Rhodes, Jost, Bayles, Whitman & De Anna.

RE: Landings Roads - Ardaman & Assoc. is scheduled to complete and deliver a written report with recommendations as to condition of all road surfaces the week of June 13, 2011.



**THE LANDINGS MANAGEMENT ASSOCIATION, INC.**

TO: LMA Board of Directors

FROM: R. Bayles 

SUBJECT: Treasurers Report for Period Ending May 31, 2011

DATE: June 21, 2011

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**Results for Period Ending May 31, 2011:**

There are no changes to the forecast for this period and no unusual expenditures.

**George**

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**From:** tarajlamb@gmail.com on behalf of Tara Lamb [TaraLamb@MichaelSaunders.com]  
**Sent:** Tuesday, June 28, 2011 11:11 AM  
**To:** Henry Rhodes; George; rubayles@alum.mit.edu; Bill and Susan Whitman; Jack and Lenora Jost; Ron Deanna; Norm Olshansky; Larry Lawrence; Jim Bagley  
**Subject:** Roads Report for July 7

Hello All,

Here is the Road's Report and supporting information for the July 7 meeting. Please review prior to meeting.

Thank you,

--

Tara Lamb  
Michael Saunders & Co  
5100 Ocean Blvd  
Sarasota, FL 34242

TaraLamb@MichaelSaunders.com  
941-266-4873

## **ROADS COMMITTEE**

July 7, 2011

**RONALD A. De ANNA – Chairperson**

**RE: Ardaman & Assoc., Inc. – Landings Roadway Survey Dated June 15, 2011**

**To successfully implement the recommended road work a 3 person committee is necessary and required to adopt and complete a “ PLAN OF ACTION “.**

### **PLAN OF ACTION (suggestion).**

- 1. Proceed with the required road repairs as previously approved by the LMA Board. Ardaman’s report basically recommended those same repairs. Complete the repairs on or before Oct. 1, 2011.**
- 2. Follow the 5 Year Plan, 2015 start date.**
- 3. Determine each street’s length and width.**
- 4. Determine each street’s sq. ft. / sy. yds.**
- 5. Using a multiplier of \$6.50 (estimate only) per sq. yd., calculate a per street cost for budgeting purposes only.**
- 6. Present this information to LMA Board for review and discussion by Oct.1, 2011.**

**CONDITION SURVEY  
OF ROADWAYS  
AT THE LANDINGS,  
SARASOTA,  
SARASOTA COUNTY, FLORIDA**



**Ardaman & Associates, Inc.**

**OFFICES**

**FLORIDA**

**Orlando**, 8008 S. Orange Avenue, Orlando, Florida 32809, Phone (407) 855-3860  
**Bartow**, 1525 Centennial Drive, Bartow, Florida 33830, Phone (863) 533-0858  
**Cocoa**, 1300 N. Cocoa Boulevard, Cocoa, Florida 32922, Phone (321) 632-2503  
**Fort Myers**, 9970 Bavaria Road, Fort Myers, Florida 33913, Phone (239) 768-6600  
**Miami**, 2608 W. 84<sup>th</sup> Street, Hialeah, Florida, 33016, Phone (305) 825-2683  
**Port St. Lucie**, 460 NW Concourse Place, Unit #1, Port St. Lucie, Florida 34986-2248, Phone (772) 878-0072  
**Sarasota**, 78 Sarasota Center Boulevard, Sarasota, Florida 34240, Phone (941) 922-3526  
**Tallahassee**, 3175 West Tharpe Street, Tallahassee, Florida 32303, Phone (850) 576-6131  
**Tampa**, 3925 Coconut Palm Drive, Suite 115, Tampa, Florida 33619, Phone (813) 620-3389  
**West Palm Beach**, 2511 Westgate Avenue, Suite 10, West Palm Beach, Florida 33409, Phone (561) 687-8200

**LOUISIANA**

**Alexandria**, 3609 MacLee Drive, Alexandria, Louisiana 71302, Phone (318) 443-2888  
**Baton Rouge**, 316 Highlandia Drive, Baton Rouge, Louisiana 70810, Phone (225) 752-4790  
**Monroe**, 1122 Hayes Street, Monroe, Louisiana 71292, Phone (318) 387-4103  
**New Orleans**, 1305 Distributors Row, Suite 1, Jefferson, Louisiana 70123, Phone (504) 835-2593  
**Shreveport**, 7222 Greenwood Road, Shreveport, Louisiana 71119, Phone (318) 636-3723

**MEMBERS:**

**A.S.F.E.**

**American Concrete Institute  
American Society for Testing and Materials**



Ardaman & Associates, Inc.

Geotechnical, Environmental and  
Materials Consultants

June 15, 2011  
File No. 11-7181

TO: Argus Property Management  
2477 Stickney Point Road, Suite 118A  
Sarasota, FL 34231

Attention: George Neal

SUBJECT: Condition Survey of Roadways at The Landings, Sarasota, Sarasota County,  
Florida

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Ladies/Gentlemen:

As requested, Ardaman & Associates, Inc. has completed a Pavement Condition Survey of roadways within The Landings. The survey consisted of visual observation of each roadway, obtaining digital photographs of typical sections of each roadway and preparation of this report. The survey was performed by Gary H. Schmidt, P.E., who conducted a similar survey in 1996.

The condition of the roadways within The Landings has improved compared to 1996. It appears that a thin asphalt overlay (3/4 inch to 1 inch) was placed sometime since our previous survey.

The structural condition of the roadways is excellent considering the open drainage design and use of sandy-shell as the original base material. A few areas noted in the Appendix will require structural patching during the next year. We have noted the areas on the Appendix adjacent to the street name. We did not mark the areas on the pavement but have included photographs of areas where repairs are required. The distressed areas on Kestral Parkway are base failures that will require a 4-inch thick structural patch with Type S-1 asphalt placed and compacted in 2 - 2" layers. The remaining areas are small areas where asphalt is missing or deformed where repair of the base is not an issue. These areas may be repaired with 1 - 1.5 inches of FDOT Type S-1 or S-3.

Normal maintenance of flexible pavements requires replacement of the wearing surfaces every 15 - 20 years. The previously placed overlay is relatively thin where conditions allowed thickness to be observed. The surface varies significantly with regard to quality suggesting that the surface was placed at different times by different paving contractors. Several streets are raveling severely (loss of aggregate and asphalt thickness) suggesting that the mix was not properly compacted. Inadequately compacted asphalt oxidizes rapidly and can be expected to have a significantly reduced service life compared to a well compacted pavement.

Previous repaving placed an additional asphalt layer over the original elevation. Future replacement of the wearing surface will include milling to remove the top 1.5 inches of existing surface. Milling is necessary to maintain current drainage particularly at drives and adjoining roadways that would not be paved at the same time.

Current costs (based on bids received) are \$5.00 for repaving with 1.25 inches of FDOT S-3 and \$1.50 for milling. These costs have varied from \$3.00/square yard in 1996 to \$3.50 in 2005. The cost increased to \$8.00/square yard in 2009 and has since fallen to \$5.00. The cost fluctuation is due primarily to the fluctuation in crude oil prices. The high point was reached when crude oil was \$140.00/barrel.

### Recommendations

We have grouped the roadways in groups according to the condition of the pavement and anticipated remaining service life. Repaving larger groups of roadways every 5 years rather than one road each year will reduce costs and potentially result in a pavement with longer service life.

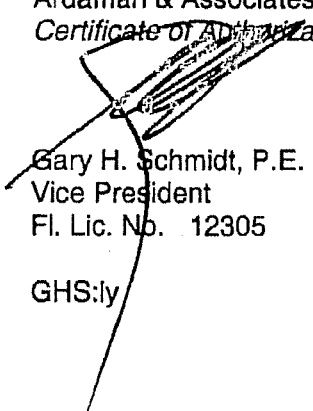
A proposed paving schedule beginning in 5 years (2016) has been included as Appendix I. During this period localized repair of localized areas of distresses will be required. Based on our observations and experience with The Landings, a budget of \$5,000.00/year should be sufficient for localized repairs.

Establishing reserves is challenging during rapidly rising costs. We suggest that you update your cost estimates every several years. This can be updated by calling one of the estimators with companies that produce the asphalt mix (Ajax, Apax or Superior).

It has been a pleasure to be of assistance to you. Please contact our office if we may be of further service to you or should you have any questions concerning this survey.

Very truly yours,

Ardaman & Associates, Inc.  
Certificate of Authorization No. 5950



Gary H. Schmidt, P.E.  
Vice President  
Fl. Lic. No. 12305

GHS:ly

**REPAVING SCHEDULE FOR THE  
LANDINGS ROADWAYS**

## **5 YEARS**

Heron Way - Inverted crown significant loss of fines in asphalt

Pine Harrier Drive - Improve drainage at edge

Kestral Park Circle

Landings Drive

Landings Point



## 10 YEARS

Landings Lake Drive

Landings Circle

Landings Place

Pintail Way

Kestral Park Lane

Kestral Park Terrace

Kestral Park Place - Repair area near intersection, paint outline

Flickerfield Circle

Eagles Point Circle - 50% pavers – spot repair needed near entrance

Kestral Parkway South -

Kestral Parkway North - 3 areas near 4871 will require structural patch, regrade edge

Pine Harrier Circle - Grass shoulder above roadway remove sod, soil replace sod

## **15 YEARS**

Landings Boulevard

Starling Drive

Landings Court

Peregrine Point Drive

Peregrine Point Way

Peregrine Point Circle North, East and West

**20 YEARS**

Cedar Bay Lane