

## MARSH LANDING HOMEOWNERS' ASSOCIATION GOOD TO KNOW

**COMMUNITY MANAGEMENT.** Marsh Landing Management Company (MLMC) is the managing agent, and their office is conveniently located at **4200 Marsh Landing Blvd. Suite 200, Jacksonville Beach, Florida 32250**. MLMC attends all meetings to support the Boards and its' Committees in day-to-day operations. Office hours are Monday to Friday from 8:30 AM to 5 PM. You can call **904-273-3033** or visit the website at [www.marshlandingmanagement.com](http://www.marshlandingmanagement.com)

**Master Association Quarterly Dues.** Dues are billed in January, April, July, and October and payable within 30 days. Dues fund the Reserves for repairs and replacement of infrastructure assets, as well as operating costs needed for general administration expenses, gate operations, routine maintenance, landscaping, and recreational amenities. You can pay dues by mail, in person, by ACH, or eCheck to make a one-time electronic funds transfer by ACH debit from a checking or savings account. There is also an option to pay by debit or with credit card for a fee. Visit [Truist.com/payments](http://Truist.com/payments) to schedule your payments online. Note, your Master dues payments must be separate from the subassociation dues.

**Subassociation (HOA) Quarterly Dues.** HOA dues are billed on the same schedule as the Master Association and fund expenses for individual HOA's. Payments can also be made from Truist, you will need to pay your HOA dues separate from the Master dues.

**Boards and Committees.** Board and Committee information and minutes are posted on our website [www.marshlandinghoa.com](http://www.marshlandinghoa.com) (under the Master Association tab). Click on Sub-Associations to find your HOA for HOA-specific information. The Events Calendar (under Master Association) lists scheduled meetings of boards and committees, as well as social activities of the Marsh Landing Master Association. You are encouraged to volunteer for a Committee or

Board position. Contact MLMC to submit a resume/bio.

**EXTERIOR MODIFICATIONS & IMPROVEMENTS.** Residents wishing to make exterior modifications including tree removals, painting, roofing, major landscape changes, drainage changes, driveway changes, and like-for-like replacements need to complete an Architectural Review Board (ARB) application and submit it to the Architectural Review Coordinator (904-373-5605 or 904-273-3033) with appropriate review fee and deposit. ARB information is on [www.marshlandinghoa.com](http://www.marshlandinghoa.com). Select Guidelines and look under Architectural Review.

**Tree Removals.** No tree of six inches or larger in diameter measured at two feet above the natural grade ("Protected Tree") shall be removed without approval of the ARB.

### COMMUNITY MAINTENANCE

**Landscape Maintenance.** Precision Turf oversees the landscape maintenance and is responsible for common area landscaping along Marsh Landing Parkway - including Fletcher and Osprey Parks or, from gate to gate. If you notice an area that needs attention, please contact MLMC at 904-273-3033. For concerns within your HOA, contact MLMC and ask for the Property Manager for your HOA.

**Lake Maintenance.** Clear Waters manages lake treatments. All 99 lakes are treated regularly by a water management specialist depending upon the time of year and other extenuating circumstances such as algae growth. Please report any problems to MLMC at 904-273-3033 so Clear Waters staff may be notified. When reporting, please provide details of the problem and include the physical street address so that the appropriate pond may be identified.

**Streetlights.** Call Beaches Energy at 904-247-6241 or email [streetlights@beachesenergy.com](mailto:streetlights@beachesenergy.com) to report

unlit or always burning lights. You will be asked for the house number nearest the streetlight.

**Trash/Yard Debris/Recyclables.** Trash pick-up day(s) are set by the County and your HOA. Recyclables and yard debris are collected on Monday for St Johns county residents and Wednesday for Duval county residents. St Johns residents can contact **FCC Environmental** and Duval residents can contact **Waste Pro** for service details. (See Phone List)

### ACCESS CONTROL

**Access Control.** RAMCO oversees all gate operations and incident report documentation. They provide community patrol and compliance support.

**Visitors.** RAMCO cannot grant entry to visitors without prior resident authorization. To avoid delays, you can add visitors to your guest list by visiting [www.gateaccess.net](http://www.gateaccess.net)

**Radio Frequency Interceptor Device (RFIDs).** RFIDs are available at the Access Control Office located at Marsh Landing Management Company. Required documents include vehicle registration and driver's license. For questions call the RFID Coordinator at 904-373-5600.

### GENERAL RULES

**Watering.** St Johns River Water Management District implements watering restrictions for residents. Visit [www.sjrwmd.com/wateringrestrictions/](http://www.sjrwmd.com/wateringrestrictions/) for details.

**Community Guidelines.** Please review the Recorded Rules under Guidelines of the website. You can also contact your subassociation (HOA) Property Manager. Rules include, but are not limited to, improper yard debris or trash placement, illegally parked vehicles, or overnight parking of cars, unsightly lawns and landscape beds, dirty driveways and roofs, unapproved exterior modifications, unkempt mailboxes, and unapproved signs.

**Trailers/Boats, Jet Skis and RVs.** The parking of any vehicle, boat, RV, ATV, or trailer in the yard of a residence is strictly prohibited. Parking of boats, trailers, personal watercraft, recreational vehicles, and ATVs on a resident's driveway is permissible for one 24-hour period.

**Hours and Guidelines for Builders/Contractors and Delivery Personnel.** Builders are permitted to work in Marsh Landing from Monday to Friday from 7 a.m. to 7 p.m. On Saturdays work is permitted from 8 a.m. to 4 p.m.

#### Renter Registration

Residents are required to register all renter within 14 days of occupancy and to provide a complete copy of the lease agreement to MLMC within this 14-day period.

#### PROPERTY MANAGEMENT

**Marsh Landing Management Company**  
4200 Marsh Landing Blvd Suite 200  
Jacksonville Beach Florida 32250  
**904.273.3033**

**Tripp Richland** [trichland@marshlanding.org](mailto:trichland@marshlanding.org)

*Director of Operations, President*

**Kristy Richland** [krichland@marshlanding.org](mailto:krichland@marshlanding.org)

*Senior Property Manager for Master Board*

**Hope Barber** [hspooner@marshlanding.org](mailto:hspooner@marshlanding.org)

*Property Manager Master Board & Subassociations*

**April Livaditis** [alivaditis@marshlanding.org](mailto:alivaditis@marshlanding.org)

*Property Manager Subassociations*

**Erin Hires** [ehires@marshlanding.org](mailto:ehires@marshlanding.org)

*ARB Coordinator*

**Nancy Burns** [nburns@marshlanding.org](mailto:nburns@marshlanding.org)

*Assistant Manager*

**Pat McInerney** [pmcinerney@marshlanding.org](mailto:pmcinerney@marshlanding.org)

*Controlled Access Administrator*

*(RFID & guest registration)*

**Sylvia Gurganious** [sgurganious@marshlanding.org](mailto:sgurganious@marshlanding.org)

*Office Administrator*

**After hours & emergency 904.307.2759**

#### STAY INFORMED!

The Marsh Landing website is the best way to stay informed about all community matters. Once you are registered you will receive important information from the Master Board.

#### PHONE LIST

A Resident Directory is on the website:  
[www.marshlandinghoa.com](http://www.marshlandinghoa.com)

In an Emergency (Fire, Medical or Police) - **Dial 911**

Access Control Office	904.373.5600
RAMCO	
Rover/Supervisor	904.330.9206
Gate Access	<a href="http://www.gateaccess.net">www.gateaccess.net</a>
Visitor Access	
Automated	
Telephone System	904.285.7133
SJSO Non-Emergency	904-.24.8304
FIRE Station 10	
(Ponte Vedra Beach)	904.209.1700
ANIMAL CONTROL	904.209.0746
POISON CENTER	800.222.1222
REFUSE & RECYCLE	
(St. Johns County)	FCC Environmental 904-750-4066
Waste Pro	
(Duval County)	904.731.7288
ELECTRIC: BES	904.247.6241
WATER & SEWER	
SJC Utility	904.209.2728
County Website	<a href="http://www.co.st-johns.fl.us/">www.co.st-johns.fl.us/</a>
SJC Emergency	
Management	904.824.5550



#### Marsh Landing Master Association Discover the best of North Florida living!

A vibrant and active community, Marsh Landing offers something for all ages. We have the #1 rated school district in Florida with an "A" rating and are conveniently located to JT Butler, the Intracoastal Waterway and Ponte Vedra Beaches. As a resident within our community, you have access to over 3 miles of sidewalks for walking and jogging. Our Parks and Recreation Committee hosts multiple events including movie & concert nights, holiday decorating contests, food truck nights, and the annual back-to-school bash. There are two community parks within Marsh Landing that offer playgrounds, soccer, basketball, handball, volleyball, and a large pavilion which is available for resident events.

All our homeowners are members of the Marsh Landing Master Association, which is commonly referred to as the Master Association. And you are a member of your neighborhood HOA, or your subassociation. There are 10 subassociations within Marsh Landing and each subassociation has its own board, set of dues and governing documents.

**This pamphlet gives a general overview. For the most current information scan below for the website**

