

East Lake Cove Homeowners Association, Inc.

Date: Wednesday, February 20, 2013 Time: 7:00 P.M.

Location: Narcoossee Community Center, 5354 Rambling Road, St. Cloud, FL 34771

Board of Directors Meeting Minutes

Attendance: Thomas Bartlett, Brad Danker, Toni Johnson, Jeff Clark, Jorge Miranda LCAM from World of Homes.

Absent: Vida Ricketts, Craig Bryan, and Frank Bermudez

Members: Other members noted on the sign in sheet.

1. **Certify a Quorum:** A quorum was achieved with four of the seven Board Members present in person.
2. **Call to Order:** Mr. Danker called the meeting to order at 7:07 P.M.
3. **Proof of Notice:** Mr. Danker verified the meeting notice was posted in accordance with Florida Statutes and the Association Documents.
4. **Approval of Prior Meeting Minutes:** Mr. Bartlett motioned to approve the December 12th, 2012 minutes Mr. Danker seconded the motion, all were in favor and the motion carried. 4:0
5. **Financial Review:** Mr. Miranda reviewed the 2012 end of year financial report. Mr. Danker motioned to approve the December 2012 financial statement. Mr. Bartlett seconded the motion, all were in favor and the motion carried. 4:0
6. **New Business:**
 - a) **Management Contract Renewal:** The board was provided a management renewal contract. Mr. Miranda indicated the per door cost was lowered from current contract amount. Mr. Bartlett stated it is in the best interest of the association to solicit bids from other management companies to confirm WOH is the best option for East Lake Cove. The contract discussion was tabled until next board of directors meeting.
 - b) **Fountain Repair:** The board reviewed the proposal summary provided by WOH for the fountain motor repair. The recommended vendor provides a 2 year warranty on the proposed motor. Mr. Miranda also recommended having an electrician confirm all conditions prior to replacing motor to confirm system is in good order. Mr. Danker motioned to approve the fountain repair for \$1850 as well as having an electrician inspect conditions for \$65 prior to installation. Ms. Johnson seconded the motion, all were in favor and the motion carried. 4:0
 - c) **Bright house Marketing Proposal:** The board was provided an exclusive marketing proposal from Bright house networks for voice and data. Two options included a one time per door reimbursement, or revenue sharing of 6% on a quarterly basis for ten years. The board requested clarification and review of contract by association attorney to confirm the exit clause of contract is beneficial to association. Mr. Danker motioned to approve contract contingent on the legal review, at which time Mr. Danker and Ms. Johnson would be authorized by the board to sign off before the next board meeting. Mr. Clark seconded the motion, all were in favor and the motion carried. 4:0

- d) **WOH entry sign:** The board removed this item from the agenda.
- e) **Document Inspection Procedures:** The board was provided a document review policy, prepared by association attorney. The policy will limit the amount of requests a member can submit in a 30 day time frame to one from unlimited. It also will limit the review of documents to an eight hour window within said 30 days. The policy also includes a standard template form that the membership must use for submitting records request. Mr. Bartlett motioned to incorporate this records review policy into the association procedures. Mr. Danker seconded the motion. All were in favor and the motion carried. 4:0
- f) **Storage Shed:** The board was provided options for storage sheds and the corresponding costs. The board deliberated about the functionality, appearance, and location of installing an association shed. The options provided were not as expected by board president. Board requested to table item, and requested more options to include sturdier design, better appearance, non-flammable, dry conditions.
- g) **Violations – Resolution Committee:** The board reviewed three violations that have carried over several months. It was also stated that 2 of the three violations are with units that are delinquent. Mr. Danker motioned to attempt resolution with owner of third violation, and to establish a time line for addressing resolution. If none, to forward to attorney for covenant enforcement. Mr. Bartlett seconded the motion. All were in favor and the motion carried. 4:0
The membership was asked by the board if anyone would come forward to be appointed to the resolution committee. This committee would be comprised of members in good standing, who would have a structured approach to resolving covenant violations with other members in the community. Mr. Peter Tsirigotis, Mr. Mike Hileman, and Mrs. Pat Troiano volunteered for the Resolution committee. Mr. Danker motioned to appoint the volunteer members to the Resolution Committee. Ms. Johnson seconded the motion. All were in favor, and the motion carried. 4:0
- h) **Entrance Beautification:**
- 1) Entrance Signs: Board discussed the large number of signs at entrance. Board will remove (2) “No Parking” Signs on Southside of exit driveway. County will be requested to remove “No Outlet” diamond sign from North side of entry driveway. A smaller “No outlet” sign will be added to existing street sign post.
 - 2) Landscape: Board reviewed the beautification committee's recommendations for the landscape enhancements, which were outlined in the packet provided. During review of the suggestions. Mr. Clark motioned to approve the \$5000 overage from the beautification expense on the 2012 budget to the proposed projects of the beautification committee. Mr. Bartlett seconded the motion. All were in favor and the motion carried. 4:0
 - 3) Irrigation: The board was informed of the lack of adequate irrigation to the South side of the entrance and to the center island. The board was provided an estimate for the potential boring of two lines under the road way for future consideration. Mr. Miranda also stated intent to research the construction plans and asbuilts for the Narcoossee road expansion project. It is possible irrigation lines should have been installed and where not. Mr. Miranda will follow up with in two weeks with county, and update board on outcome.
 - 4) Palm Tree Removal/Replacement: The board was provided a proposal for the removal of the dead palm tree at the entrance (\$450).

In addition, to the replacement cost with Washingtonian Palms for both spots at Main entrance sign (\$1200). The testing of the soil in this area was also recommended (\$150). Mr. Danker motioned to approve the project in its entirety. With the contention that testing results conclude no disease exists in the area. Ms Johnson seconded the motion, all were in favor and the motion carried. 4:0

- i) **Long Term Update:** The board was provided statements showing the 2012 year end transactions for the units 1930 Big Cypress and 4934 Lazy Oaks Way. In addition the current transactions for 1914 Big Cypress Drive and 1932 Big Cypress Drive were provided as well. Mr. Miranda indicated reports would be issued monthly to the board as they a re generated.

8. **Open Discussion:** See action item list.

9. **Next Scheduled Meeting(s):** 04.24.13

10. **Adjournment:** Mr. Bartlett motioned to adjourn at 9:36 P.M., seconded by Ms. Johnson. All were in favor and the meeting was adjourned. 4:0

Minutes Approved By: _____ **Date:** _____

Action Items

1. Research Narcossee Road Asbuilts for potential irrigation lines under main entrance
2. World of Homes to research costs for document scanning, storage and shredding, also research the costs per document search occurrence.
3. World of Homes to have stump of old oak tress located on south side of pond.
4. World of Homes to research options for pathway around pond on Big Cypress, to connect Lazy Oaks Way entry path to sidewalk on bid Cypress Drive.
5. World of Homes to follow up on status of 4962 LOW.
6. World of Homes to execute items on Beautification committee proposal, to include: Have “No Outlet” Sign removed from main entrance, consolidate “No Outlet” with existing pole inside gate, relocate towing sign with vendor, order new light fixtures (energy efficient) beautification committee to recommend and replace, remove rose bushes from entrance and round about on Lazy Oaks way, Trim sea grass in medians, mulch all flower areas, solicit cost for clearing area around dock/new platform and cost to remove and or replace & refurbish to make usable (Summertime), posts at end of Lazy Oaks Way to be replaced and be placed 3’ apart, clean up Volley ball court, and pressure clean benches and picnic tables by dock,