



2884 S. Osceola Avenue
Orlando, FL 32806

820 Palmway Street
Kissimmee, FL 34744

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East Lake Cove Homeowners Association Inc. Official Board Meeting Minutes

Date: October 13, 2015

Time: 7:00 p.m.

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

Attendance: Brad Danker, Tab Bartlett, Jeff Clark, Mike Hileman, Frank Bermudez, and Jorge Miranda LCAM from World of Homes.

Absent: N/A

Members: As indicated on the sign-in sheet.

1. **Certify a quorum:** With 5 of the 5 Directors of the Board present, a quorum was achieved.
2. **Call to order:** Mr. Danker called the meeting to order at 7:04 p.m.
3. **Certify meeting notice:** Mr. Miranda certified that the Budget meeting notice was mailed in accordance with Florida Statutes and the governing documents of the association.
4. **Approval of Prior Meeting Minutes:** Mr. Miranda reviewed the meeting minutes from August 11, 2015. Mr. Danker motioned to approve the minutes. Motion was seconded by Mr. Clark. All were in favor and the motion carried. 5:0
5. **Financial Review:**
 - a. **September 2015:** Mr. Miranda reviewed the financials from September 2015; the financials included Balance sheet, Budget Variance, and Accounts Receivable. Mr. Hileman motioned to approve the financials as presented. Motion was seconded by Mr. Bartlett. All were in favor and the motion carried. The board unanimously approved sending accounts 21017 and 21054 to the new collections Attorney, Karen Wonsetler, per the collections policy.
6. **ARC Approvals:**
 - a. **New ARC Committee member Appointment:** The board was advised the ARC committee needed a new member to fill a vacancy. Mr. Danker motioned to appoint Mrs. Caroline Bartlett, the motion was seconded by Mr. Hileman. All were in favor and Mrs. Bartlett was appointed to the ARC committee.
 - b. **ARC Procedures Tree Removal / Painting:** The board advised they will draft a letter and forward to the community as a reminder of the procedures to follow for proposing any exterior changes to the community.
7. **Old Business:**
 - a. **Dock Dredging:** The vendor Tim Wicker will remove all remaining muck within 2 weeks per board advisement.





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- b. **Main Entry Signs Replacement:** Mr. Miranda advised the board and membership of the delay on the project due to various issues with the chosen vendor. The board advised to push for quick resolution on this project.
- c. **Light Installation along entrance wall:** The board was advised of the 95% completion of the entry lights. They will be fully completed when the entry signs are completed.
- d. **County Permit Violation:** Mr. Miranda advised the County in writing of the completion of the defective items on the inspection violation report.
 - 1. **County Commissioners Meeting 12.08.15:** The board, membership, and the adjacent community are invited to a meeting with the Commissioner Fred Hawkins and the deputy Fire Marshall to discuss the swing gate permit.
- e. **Carp Permit:** Mr. Miranda advised the board that the carp have been placed in the pond.
- f. **SFWMD Permit:** The board was advised that June Engineering would not get involved with this project due to scheduling restraints. The board directed to proceed with Osceola Engineering, as previously approved.
- g. **Web Page Programmer:** The board was advised of the need to find a new hosting and domain for the community website. Action will continue for the transition.

8. New Business:

- a. **Lake Pond Maintenance Contract:** The board reviewed three proposals for the maintenance of the ponds. The board requested to have it include the new area by the lake, and to have all three include this area.
- b. **2016 Proposed Budget:** The board reviewed the proposed budget, and Mr. Miranda advised on certain line items that have changed. The board discussed the need to keep the dues at their current level in preparation for future paving that will be needed. The board directed to have the reserve funding reflect the scheduled amount and to include the remaining to code 6015. Mr. Hileman motioned to approve the budget as modified to have an Annual Assessment of \$190,400 or \$280 quarterly per home.
- c. **Gate Damage Claim # 20002538618:** The board was advised the claim was being addressed and all invoices were forwarded to the insurance agency, copies will be forwarded to the board.
- d. **2015 CPA Agreement:** The board unanimously approved the agreement with Joseph R. Michalek.
- e. **Fire Hydrant Certification (Ratification):** The minutes are ratified to reflect the approval of \$1485 for the certification of all the community fire hydrants.
- f. **Landscape Entrance Project Consideration:** The board was provided a proposal for entrance improvement. The board requested to have the project bid out for further consideration.

9. Open Discussion:

- **North Easement:** The board advised to get the damaged landscape removed behind 1931 Lazy Oaks Loop. Mr. Danker motioned to approve \$750, motion seconded by Mr. Bartlett. All were in favor. 5:0

10. **Next Scheduled Meetings:** December 8th 2015 at 7:00pm at Narcoossee Community Center, 5354 Rambling Road, St. Cloud, FL 34771.

11. **Adjournment:** Mr. Danker motioned to adjourn the meeting at 8:36pm, seconded by Mr. Clark. All were in favor and the motion carried.





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Respectfully Submitted by:

Jorge Miranda, LCAM

Community Association Manager

On Behalf of the Secretary of East Lake Cove HOA

The foregoing minutes of the Board of Directors have been officially approved by:

Director Signature

Date

ACTION ITEMS:

- **WOH to add gate codes to Annual Agenda.**
- **WOH to get revised bids for lake and pond maintenance from all vendors.**
- **WOH to get bids for entrance landscape improvement. HLS, D’best, and another vendor.**
- **WOH to look into tree trimming along Narcoossee Road.**
- **WOH to have decorative curb removed from main entrance.**
- **WOH to get paving contractors to make recommendations on how to maintain or improve the roads in the community.**

