

# Lake Sawyer South Community Association- Board of Directors Meeting

6972 Lake Gloria Blvd Orlando, Florida 32809-3200  
Jill Rygh, PCAM / Mary Munera CAM

**Date:** July 24, 2018      **Time:** 6:15pm

**Location:** Windermere Prep School  
6189 Winter Garden Vineland Rd. Windermere, FL 34786

## MINUTES

I. **CALL TO ORDER:** 6:15pm

II. **ESTABLISHMENT OF BOARD QUORUM:**

Tim Nyland-Present    John Tramell- Absent  
Patrick Spikes- Present    Joe Milazzo — Present  
Steve Mileski- Present    Jeffrey Gavrich- Present  
Mike Walker- Absent

Jill Rygh and Mary Munera from Leland Management were present as well.

III. **PROOF OF MEETING NOTICE:** Notice was provided more than 48 hours in advance. Notice was also to be posted on the community website. Florida Statute requirement satisfied.

IV. **APPROVE MEETING MINUTES:** Joe **MOTIONS** to approve the June 26, 2018 minutes, Tim seconds, unanimous.

V. **PRESIDENT'S REMARKS:** Several Board members met with Leland at their corporate office to work out some issues with operations and received a positive outlook. Tim will postpone any further remarks until the end of the meeting.

VI. **RESIDENT COMMENTS ON AGENDA ITEMS:** Mr. Rosen of 7436 Colbury was upset about the communication between Management and the Association in relation to the violation letter he received requesting his home to be painted. The Board explained the forum for disputes with the Association is the Board Meeting. The homeowner requested an extension to comply with the request. The Board stated via consensus that the homeowner is granted an extension to paint his home until October 15, 2018.

Currently there is no set date for the community garage sale. When one is finalized the date will be announced in advance, to the community.

## **VII. FINANCIALS/COLLECTIONS:**

- a. June 2018 financials- Mary provided the Board with a copy of the June financials.
- b. Collections-Mary provides the Board with an updated delinquency report and report from Alliance with status of each account currently being pursued. Steve **MOTIONS** to pursue Association lien foreclosure against the homeowners of 7424 Tattant Blvd. Joe seconds, unanimous.

John Trammel phones in via conference call at 6:57pm and will abstain from voting on the current agenda item due to his late arrival in the discussion.

Patrick **MOTIONS** to accept the payment plan for 7721 Jailene Dr if the Association does not have to absorb any collection fees. Tim seconds, John abstains, unanimous.

Management provided the information requested that of 96 late notices sent in April, after the grace period expired, 6 accounts did not pay. The Board requests Manager Munera to look into producing automated balance due reminders to be sent on a quarterly basis for the Associations homeowner accounts with any balance due, except those with liens that the Board has motioned to proceed with collection activity.

## **VIII. OLD BUSINESS**

- a. Cameras at the pool- Update: Internet needs to be added. John is collecting estimates. If trenching is needed Arroyo will complete 150 feet for \$240. Patrick will check on costs for trenching supplies.
- b. Tennis Court update: Jill resent the tennis court letters via certified mail. All polls of what the community wanted for common area usage are to be sent to Patrick.
- c. Extra Pool Service (New Contract terms): A new contract was created by Resort Pools and provided directly to the Board. The flat monthly fee for pool services will cost \$1445.00 and janitorial services \$280.00, totaling \$1725.00 for base charges.  
Tim **MOTIONS** to approve Resort Pools contract as written. Steve seconds, unanimous.
- d. Pool furniture- Management to get the old ones removed this week. The Board agreed to move forward with paying the \$2,808.24 to Florida Patio for the ordering of 13 chairs, as the total did not exceed the \$3000.00 limit on the expenditure.
- e. TH garage painting - contract approval: The proposals submitted were not exactly matching to the scope. Management shall request re-

submission. The Board requested Management to open the bid to Porto Painting. Empire Works was the closest to matching the scope with only omitting the MSDS and product data sheets. The revised estimates are due no later than August 7, 2018.

- f. TH fence cleaning: Management to continue their outreach to vendors to get estimates for fence maintenance (cleaning and minor repairs). The Board stated that the Association's attorney says the community is responsible for the fence maintenance. The cost for this expense is being sought so the Board can have a reliable number to add to the operating budget for next year. Not all fences may be cleaned at the same time but the Association will do its best to address the older sections first and then maintain other areas as needed.
- g. TH fence repair/early replacement assessment- No additional updates.
- h. TH paving- Management working on scheduling an onsite meeting with Diego. It was suggested by the Board that Manager Munera get in touch with Robert as he will be the supervisor onsite for the project. Only Salomon Cove is to be paved, according to the Board.
- i. TH tree stumps/tree replacement - Tabled at previous meeting. No additional updates.

## **XI. NEW BUSINESS**

- a. Colored lights for monuments- Multicolor light samples will be collected by Patrick and installed for test viewing. Further discussion will be postponed until the next meeting.
- b. New Decorating Committee- Jeff will abstain from voting on this matter as his wife is being considered as a volunteer for the Committee.

Patrick **MOTIONS** to appoint Cheryl Sabatino-Alias, Susan Perez and Deborah Gavrich to the decorating committee, Joe seconds, Jeff abstains, unanimous.

- c. Insurance policies (renewal)- Manager Munera provided the insurance policy renewal costs to the Board, reflecting coverage for Workers Compensation, Commercial package with equipment breakdown, Umbrella, General Liability, and Crime. The increase in cost was less than 5 percent.

Tim **MOTIONS** to renew all of the Associations insurance policies as presented by Management as quoted with costs reflecting \$706.00 for account 3031416166, \$3156.00 for account 2240N6148, \$3030.09 for policy UM1744099, \$2,364.00 for account 015146517 and \$3,129.00 for policy 106563141. Patrick seconds, unanimous.

At this time the meeting returned to the agenda topic of President Remarks.

- d. Tim Nyland submitted his resignation, effective immediately, from the Board of Directors in writing, to Management. Joe Milazzo agreed to help assist with any duties in the interim of appointing a new President.
- e. Manager Munera was requested to pay attention to plantings being installed by homeowners in the easements and median areas near the road in the Enclave section of the community as it can affect the surrounding vegetation and physical components (sidewalks, roads).

**X. ADJOURN:** Tim **MOTIONS** to adjourn the meeting at 8:19pm. Jeff seconds, unanimous

**Items addressed by Management:**

- No food at Pool/Golf areas signs- approved and ordered.
- Reached out to vendor to secure same rate for only 15 pool chairs.
- Manager followed up with Arroyo to locate irrigation shut off valves onsite.
- Playground gate repaired by Alden
- Stop sign requested from Orange County traffic division via their application process.
- Life rings cleaned at pool.
- Manager contacted Resort Pools to refill soap and order air freshener dispensers for both bathrooms.
- Putting green flag replacement ordered.
- Arroyo requested to trim back foliage behind metal retention fences.
- Manager followed up with Arroyo regarding a determination about the case of the dead viburnums at the lift stations and a proposal to replace.
- Lake Doctors contacted to treat pond for surface algae growth.
- Bids gathered for adding outlet to community sign near mail kiosk. Brite Electric completed without approval. Manager will follow up per Board request to relocate outlet and secure price of \$175.00
- County contacted to replace faded reclaimed water signs onsite,
- A 311 work order was placed for the County to straighten the crooked and leaning traffic signage (stop signs)
- New Fire extinguisher box being ordered for mail kiosk.
- Striping of pool parking lot being postponed until summer is over and the pool will have less need for traffic access.
- Manager followed up with vendors for repairs at the pool for the shower handle, foot ladder step, improvements with janitorial service.
- Pool permit renewed and provided to Resort Pools for installation.
- Builder will pay to fill pothole on Salomon Cove.

**Upcoming Events/Meetings**




Aug 28

Sept 25

Oct 23- Budget and Annual

Nov 27

**Legend**

-  - Assigned Task in progress
-  - Task Completed
-  - Legal Action Taken(Motion, Table, etc.)

**Websites:** [www.LakeSawyerSouth.com](http://www.LakeSawyerSouth.com) ; [www.LelandManagement.com](http://www.LelandManagement.com)

**Officers**

OPEN-President  
Joe Milazzo-Vice President  
John Trammell-Secretary  
Patrick Spikes- Treasurer  
Jeffrey Gavrich- Director  
Steve Mileski- Director

**ARB**

Jeffrey Gavrich  
Bea Spencer  
Katrina Christiano

**Appeals Committee**

Paul La Rosa  
Chad Wilson  
Henry Perez