

Lake Sawyer South Community Association- Board of Directors Meeting

6972 Lake Gloria Blvd Orlando, Florida 32809-3200
Mary Munera CAM

Date: February 26, 2019 **Time:** 6:15 pm

Location: Baptist Church (FBC) Lakeside campus
8464 Winter Garden Vineland Rd. Orlando, FL 32836

MINUTES

I. CALL TO ORDER: Called to order by Steve Mileski at 6:40p.m.

II. ESTABLISHMENT OF BOARD QUORUM:

John Tramell- arrived 6:40pm	Janelle Shay –arrived 7:50pm
Patrick Spikes-present	Joe Milazzo — absent
Steve Mileski- present	Jeffrey Gavrich- present
Mike Walker- present	

III. PROOF OF MEETING NOTICE: Notice is to be posted at entrance 48hrs prior to the meeting.
Notice was also to be posted on the community website.

IV. APPROVE MEETING MINUTES: To approve the January 22, 2019 Meeting Minutes and February 26, 2019 Meeting Minutes.

Steve Mileski made a motion to approve the January 22, 2019 Board of Directors Meeting minutes and John Tramell seconded the motion. Motion passed unanimously.

Steve Mileski made a motion to approve the February 26, 2019 Board of Directors Meeting minutes and Jeff Garvich seconded the motion. Motion passed unanimously.

V. PRESIDENT'S REMARKS: Vice President Steve Mileski asked Management for an update about the dry erase bulletin boards for the Derexa and Londale signs. **It was confirmed that the dry erase boards were measured and ordered.** Steve Mileski requested that everyone work together to keep comments concise as we have a long meeting agenda tonight.

VI. RESIDENT COMMENTS ON AGENDA ITEMS:

1. Homeowner, Brian Walton, asked about updates needing to be made to the www.lakesawyersouth.com website. **Amendments will be placed on Documents page, the stucco inspections information will be changed to reflect the State Attorney General's website relating to Pulte's lawsuit settlement terms/schedule.**

VII. FINANCIALS/COLLECTIONS:

a. December 2018 financials – Management has made all the adjustments requested by the Board up to this point and is waiting on 2 invoices for boulders and tree lighting, prior to presenting a final version of the financials.

b. January 2019 financials- Management was requested to:

- **Define the Capital Funds amount (how much cash is there and what is it designated for---assuming this is a separate number from the Reserves balances)**
- **Define funds housed in CD (how much cash is there and what use are the funds categorized for)**
- **Create and maintain a separate bank account and COA for Working Capital Fund (\$500 collected at each transfer of ownership)**

c. Collections – The AR report and Alliance report was reviewed.

Steve Mileski made a motion to proceed with Association Lien Foreclosure against account 101104790 and John Tramell seconded the motion. Motion passed unanimously.

VIII. OLD BUSINESS

- a. Surveillance Cameras at the pool- The current amount of cameras will stay as is. Steve Mileski signed the agreement as quoted for 01/01/19-12/31/19 at \$50/ month for a quarterly site visit maintenance plan, totaling \$639.00. **Action Item for Management: to send signed agreement to vendor.**
- b. Tennis Court update – The court surface is being applied and will take 3 weeks to cure. Some additional irrigation is to be added to the newly planted trees in this area. A ribbon cutting celebration was proposed. **Action Item for Management: to follow up with Arroyo on hole near the tennis courts, being filled.**
- c. TH Paving/Pothole repair – Management will reach out to Meritage to have this work completed after The Pulte Group clears the area in order to avoid further issues and damages. **Action Item for Management: Management Paving Berkshire Oaks Alley to attain a copy of the Meritage documentation to correct any damaged while their staff was onsite AND to get a copy of the shared maintenance agreement between Lake Sawyer South and Westside Village developed by Meritage.**
- d. Paving of Mail Kiosk parking lot, Salomon Cove alley – Steve made the comment that Manager Munera was correct in advising that the HOA should have had the full scope of the project in writing. The deadline for D & C Parking Maintenance to respond to the community's letter of opportunity to correct is March 1st. **Management to follow up with the Board on vendor response for next course of action. Janelle Shay was requested to look into options for the HOA to purchase some sort of post-like structure such as a sectioned off utility pole or railroad ties with rebar, that could be used as a barricade along Salomon Cove to prevent cars from parking on the grass.**
- e. OCSO off duty service to combat speeding –The OCSO Off Duty service should started this month. A report was received on 2/11/19 that the Deputy recently performed six (6) traffic

stops resulting in eleven (11) citations being issued. The Deputy issued three (3) warnings for drivers parking in the wrong direction of travel at designated bus stops which were creating unsafe conditions for other motorists.

An extra stop sign at the Tattant/Brofield intersection was suggested by a homeowner, through a call to Leland. At this time the HOA is focusing on the onsite deputy patrolling but hopes that any information gathered by the OCSO in relation to this intersection being a troubled traffic area could help the HOA if they reapply for a stop sign to be added.

- f. Issuing Parking Notices on County streets within the Community – The board discussed the opinion provide by the DiMasi law firm. Steve stated he is not in favor of posting any type of notice on vehicles due to liability.

Patrick Spikes made a motion to apply a non-adhesive notification for parking infraction to vehicles located on HOA common area property, and Janelle Shay seconded the motion. Motion was approved 4 to 2 in favor, with Steve Mileski and John Trammell voting against.

Action Item for Management: Management to provide sample notices.

- g. Pressure washing - Shade structure, TH's, SFH and Common Areas: The pressure washing project started and will continue through March. The shade structure is due to be constructed beginning to mid-March and the clubhouse building and other shade canopies, along with the pool deck will be pressure washed once the new structure is installed. The pool is to be closed starting February 28th, 2019 at 7a.m. Homeowners were emailed by Management and **signs will posted onsite and the gates locked. Vendors working on this project are to ensure the pool area remains fenced (using temporary fencing when necessary) to keep the pool area secure.**

Mike Walker made a motion to approve Resort Pools estimate dated 2018, PO#022619-6830 for up to \$750 for pressure washing the pool deck and a light wash of the furniture and Steve Mileski seconded the motion. Motion was approved unanimously.

- h. Landscaping- No action at this time. Management has requested a plant count be established for the different designs. **Action Item for Management- Management will get with Arroyo on a plant count for each building-taking into account the end units have larger landscape beds. The list is to include the type of plants, gallon sie, and number of each plant.**
- i. Townhome Tree Stumps – Arroyo confirmed this was complete. No tree replacements have been proposed.
- j. Holiday Decorations – Management requested Board and community volunteers to scan receipts electronically to help prevent delays in reimbursement should hard copy paperwork be lost or damaged prior to arriving at the office. **John Trammell will get the receipts from Lowes for the purchase(s) made last year when the HOA credit card was used. Vendors to get in touch Management regarding tree lighting at Derexa and Londale monument signs with paperwork.**
- k. Townhome Garage Painting – Jeff Gavrich reported Empire Works continues to work through the "punch list" from the walk thru on February 7th 2019. The overspray on the light fixtures was removed, they are working on a solution for roof overspray and hiring a texture person. Jeff said all garages are 1 uniform color which he is okay with and believes this will make for easier maintenance for the HOA in future. Jeff Gavrich suggested the light fixtures on the driveway side of the garages be repainted. Steve Mileski made a comment that he expected a different result from Empire Works and it appears that a disgruntled foreman of theirs led to the lack of care and attention to detail in the workmanship.

Action Item for Management- Get in touch with Mike Honel for pricing on replacing/repainting the fixtures.

Per the Board, there shall be no approval of invoices for Empire Works until another walk thru is completed and the "punch list" is completed satisfactorily.

XI. NEW BUSINESS

- a. Spring Garage Sale- Date proposed for that garage sale is April 27, 2019, including the advertisement. Homeowner, Tatiana Walton, volunteered to organize the event.

John Tramell made a motion to approve the community April 27th 2019 garage sale event, Patrick Spikes seconded the motion. Motion was approved unanimously.

- b. Landscape Contract – Steve stated it was apparent that the maintenance of leaf collection onsite was not being kept up and that Robert with Arroyo agreed they need to improve that end of their service. **Action Item for Management: to bid out current scope of service based on current contract terms with Arroyo, for competitive pricing.**
- c. Arroyo Landscaping: New Estimates – Action for estimate #3204 is postponed until an **explanation is received from Arroyo relating to the location of the sod to be installed, who requested the replacement and what caused the failure of sod in that area.** The triangle area across from Solomon and Moser is not being paid for by the HOA. After closer inspection it was determined that Arroyo did not plant sod on top of sod.
- d. Capital Improvements – No additional action at this time. The Board is looking to have a solid number of cash on hand to plan for future community improvements. See January 2019 financials section of the minutes as reference.
- e. Townhome Monument Sign Replacement- **Patrick Spikes will come up with concepts for the new design.**
- f. Violations – Enforcement and Damages: Steve made the comment that the new format provided by Manager Munera is better (clearer to follow and with current updates) than received in the past:
1. 7331 Colbury – This item is a work in progress being corrected by the homeowner. **Management to follow up in March 2019.**
 2. 7826 Brofield – The architectural application was denied for changes in landscape to this Lot. **Additional information received from the County regarding the maintenance by the ownership of the area will need to be researched further before the HOA takes additional enforcement action.**
 3. **Steve Mileski made a motion to proceed with \$800 cost for litigation, as stipulated in the DiMasi agreement with the Association, against 7815 Brofield Ave for the failure to pressure wash the driveway and sidewalk and John Tramell seconded the motion. Motion was approved unanimously.**
 4. Steve Mileski made a motion to proceed with attorney covenant enforcement, as stipulated in the DiMasi agreement with the Association, against 7924 Brofield Ave for the failure to remove the commercial vehicle (Green Hills Market van) from the exterior of the Lot, motion fails for lack of a second.

The Board discussed the challenges of citing vehicles being used for commercial purposes in the community.
 5. **Patrick Spikes made a motion to proceed with attorney covenant enforcement, as stipulated in the DiMasi agreement with the Association, against account**

1011011201 for the failure to repaint home and Steve Mileski seconded the motion. Motion was approved unanimously.

6. **Steve Mileski made a motion to proceed with attorney covenant enforcement, as stipulated in the DiMasi agreement with the Association, against account 1011032801 for the failure to pressure wash the driveway and sidewalk and John Tramell seconded the motion. Motion was approved unanimously.**
7. **John Tramell made a motion to proceed with attorney covenant enforcement, as stipulated in the DiMasi agreement with the Association, against account 1011043901 for the failure to pressure wash the driveway and sidewalk and Steve Mileski seconded the motion. Motion was approved unanimously.**
8. **Steve Mileski made a motion to proceed with attorney covenant enforcement, as stipulated in the DiMasi agreement with the Association, against account 1011041501 for the failure to pressure wash the driveway and sidewalk and Jeff Gavrich seconded the motion. Motion was approved unanimously.**
9. **Steve Mileski made a motion to proceed with attorney covenant enforcement, as stipulated in the DiMasi agreement with the Association, against account 1011032901 for the failure to repaint your home and John Tramell seconded the motion. Motion was approved unanimously.**
10. **Motion by Steve to proceed with attorney covenant enforcement, as stipulated in the DiMasi agreement with the Association, against account 1011043901, for the failure to pressure wash and fencing and exterior of home, John Tramell seconded the motion. Motion was approved unanimously.**
11. **Steve Mileski made a motion to proceed with attorney covenant enforcement, as stipulated in the DiMasi agreement with the Association, against account 1011030601 for the failure to treat lawn for weeds and pressure wash the sidewalk and John Tramell seconded the motion. Motion was approved unanimously.**

X. ADJOURN:

The meeting was adjourned at approximately 9:30 p.m.

Upcoming Events/Meetings

March 26, 2019 – at First Baptist Church of Windermere

April 23, 2019- at First Baptist Church of Windermere

May 28, 2019- at First Baptist Church of Windermere

Websites: www.LakeSawyerSouth.com ; www.LelandManagement.com