

Lake Sawyer South Community Association- Board of Directors Meeting

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

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

Location: First Baptist Church of Windermere
8464 Winter Garden Vineland Road, Orlando FL 32836.

MINUTES

I. CALL TO ORDER: The meeting was called to order at 6:15pm

II. ESTABLISHMENT OF BOARD QUORUM:

John Tramell- present 6:21pm – 7:30pm via phone	Janelle Shay- absent
Patrick Spikes- present	Joe Milazzo- present
Steve Mileski- present	Jeffrey Gavrich- present
Mike Walker- present until 9:30pm	

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 February 26, 2019 Board Meeting Minutes.

Steve made a motion to approve the February 26, 2019 Board of Directors Meeting minutes and Jeff seconds the motion. Joe abstained as he was not present at the meeting and therefore unable to confirm the content of the Minutes. Motion passed unanimously.

V. PRESIDENT'S REMARKS: Joe stated that the HOA has good Board members but the Board needs to avoid becoming heated over business items.

VI. RESIDENT COMMENTS ON AGENDA ITEMS: Neighbors of 7826 Brofield voiced their concerns about the unapproved landscape changes on that Lot. They requested the HOA pursue enforcement for ARB and County approval of the changes made to the land. Main concerns aired were regarding the grade of the land affecting water flow, swale change, and stability of the retaining wall/fence and any current/future alteration of the conservation area as a result.

VII. GUEST SPEAKER – ARROYO LANDSCAPE- Robert Benavidez (Account Manager and Ivonne Steward (Client Relations) were the presenters. Major items review were: a fumble in service during the Winter- which they have changed the crew, the stump grind on Darchance, lighting location on the Derexa and Londale signs – a meeting needs to be held onsite to reconfigure the layout of the annual. It was recommended that the HOA mention in their next Newsletter that trees (Magnolias too) need to have a minimum 10ft clearance above sidewalks and 14 feet over roadways per County standards. Robert has the pole from the bike path in his office, and will have it reinstalled.

Arroyo is holding themselves more accountable by creating a client relations representative, an assigned Maintenance Division Manager, who is onsite anytime there is a crew onsite, for the community (Orlando) PLUS Robert as the account manager. Robert will remain the point of contact and meet with Orlando weekly onsite for property status. Detailed maps of current community landscape conditions with recommendations will be sent by month end, they will attempt nighttime watering again April 1, 2019. All service maps to be provided.

The Board made the following comments:

- Mulch is being vacuumed up by the mowers
- The bike trail needs better mowing/trimming maintenance – especially along the lot fence line
- Weeds are an issue throughout the common areas – even those where sod has been replaced. Derexa island has too many and it should have never been allowed to get to that point.
- Arroyo host a once a month drive through with the community manager.
- The main valve shut off bids are still needed
- Biggest issue- accountability

VIII. FINANCIALS/COLLECTIONS: Boulders will be a 2019 expense. The Ripple Associates invoice and Honel invoice for lighting at the Derexa and Londale signs are to be posted as 2018 expenditure.

Joe made a motion to approve the December 2018 and January 2019 and February 2019 financials based on all invoices for applicable expenditures being received and posted and Steve seconds the motion. Motion passed unanimously.

- a. December 2018 financials
- b. January 2019 financials
- c. February Financials

- d. Collections – Reviewed Alliance and AR Reports

Patrick made a motion to approve Association lien foreclosure against account 101104790 as Alliance CAS recommends, Joe seconds the motion. Motion passed unanimously.

Steve made a motion to approve Association lien foreclosure against account 101105871, if Alliance CAS recommends, Joe seconds the motion. Motion passed unanimously.

Steve made a motion to approve Association lien foreclosure against account 101101821, if Alliance CAS recommends, Joe seconds the motion. Motion passed unanimously.

Steve made a motion to approve Association lien foreclosure against account 101103300, if Alliance CAS recommends, Joe seconds the motion. Motion passed unanimously.

- e. Reimbursements- Management requests receipts to be sent in a timely fashion. No further action.

IX. OLD BUSINESS

- a. TH paving/pothole repair – Locate Leland’s response’s to Meritage relating to the paving of the Berkshire Oak alley.

Steve made a motion to draft a letter to Westside Village community located next to Lake Sawyer South community requesting their cooperation to have the Developer/builder repair the road damage and repave as promised. Jeff seconds the motion. Joe abstained as he was not present at the meeting and therefore unable to confirm the content of the Minutes. Motion passed unanimously.

- b. Paving- Mail kiosk parking, Salomon Cove-

Steve made a motion to respond to D&C Parking Lot Maintenance requesting they fix the mail box kiosk Lot per the original scope, adding in the scope listed on estimate #1101 at no additional charge and attain a lien release from any subcontractors. Jeff seconds the motion. Joe abstained as he was not present at the meeting and therefore unable to confirm the content of the Minutes. Motion passed unanimously.

- c. OCSO- Steve reports that the HOA has received a lot of positive feedback from homeowners regarding the extra police presence. He suggests an increase of 4 visits per month. No additional funding has been allocated for the increased services.

- d. Parking notices on County Streets within community – Tabled from last meeting.

Joe made a motion for Management to file police reports for vehicles documented as damaging Association property and Patrick seconds the motion. Motion passed unanimously.

- e. Shade structures Pressure washing- townhomes, single family homes, common area- Manager Munera followed up with Top Line for a project status update. The building permit was sent over to Ms. Munera, she completed the missing data and then Steve Mileski reviewed and signed it and the document was forwarded back to the representative.

- f. Landscaping –landscaping at townhomes- Management requested Arroyo to provide a breakdown of # of plants, name of plant, and plant size at install for each of the 4 townhome building landscape designs.
- g. Holiday decorations- Honel Maintenance is adjusting some of the electrical for proper lighting.
- h. Townhome Garage Painting- Empire Works- Manager Munera met Sherry Payne and Jeff Gavrich onsite this month. The light fixtures had been cleaned as requested via the walk through punch list. Paul Overton and Sherry Payne are the representatives to contact for any matters relating to this project. Jeff Gavrich is no longer employed by Empire Works.

X. NEW BUSINESS

- a. Landscape Contract – additional terms- No new terms to be added. The Board will continue to review the proposals and supply Management with questions.
- b. Arroyo – new estimates/invoice approval – 3315, 3204, 4319, 3231, 3830, 3289. Estimate #3204 will not be paid at this time. Joe made a motion to approve payment to Arroyo Landscape for the work quoted on all of the invoices/estimates as follows with the proper PO#s as follows:

2019 expenditures-

3231 in the amount of \$3400.00 for the viburnum installation at the lift stations on Jailene Dr and Darchance Rd

#3289 in the amount of \$7650.00 for common area mulching

#4319 in the amount of \$1464.48 for irrigation repairs

#4347 in the amount of \$1100.38 for the mainline reroute at tennis court

2018 expenditures-

#3830 in the amount of \$2300.00

Jeff seconded the motion. Motioned passed unanimously.

- c. Capital Improvements- The Board clarified that they wish to have all the Working Capital Contribution funds (\$500 collected for any dwelling sold) from September 2017 to current to be placed in a separate bank account and marked accordingly. Management to get back with the Board to clarify what happened to the 2 accounts they questioned regarding collection of the capital contribution fees.
- d. Townhome Monument Sign Replacement- Mike will propose some ideas next month.
- e. Tree Lighting- Londale and Derexa Monument- Ratify

Steve made a motion to pay invoice #122618 dated 12/26/18 to Ripple Associates in the amount of \$7,828.74 for lights at neighborhood entrance, PO#021519-7320 to be posted as a 2018 expenditure, and Patrick seconds the motion. Motion passed unanimously.

- f. Garage Light Fixtures at Townhomes- Bid rejected, too costly for HOA and no Reserve account for maintaining townhome lighting on buildings. This item is to be tabled without further discussion.

- a. Townhome Structural Repairs and Repaint- Jeff requested a legal opinion to provide direction to the Board on repainting townhomes that have not had their stucco or other exterior issues repaired by Pulte.

Joe made a motion for paint the townhomes that have not yet been repaired by Pulte and Patrick seconds the motion. Motion passed 3-1 with Patrick, Joe and Jeff voting for and Steve voting against.

- b. Salomon Parking Posts- No further action, bid rejected. Estimate# 3315 for \$8165.50 to add railroad ties to line the Solomon Cove alley is being rejected as the Board has decided to simply have a police report filed for damages caused by vehicles and to pursue compensation from the owner/driver.

- c. Violations – Enforcement and Damages
 - a. 7826 Brofield – The Board does not make a motion but directs Management to continue their ARB violation process as the owner does not have an approved application nor returned the Lot to its prior condition.

Joe made a motion to have Management purchase bollards not to exceed \$500 including installation. Patrick seconds the motion. Motion passed unanimously.

Management was informed that Mike would like to continue posting the meetings using paper and not the dry erase boards, so Management can cancel that order.

XI. ADJOURN: Joe made a motion to adjourn the meeting at 10:04pm, Jeff seconds the motion. Motion passed unanimously.