

MINUTES OF THE MONTHLY MEETING
OF THE BOARD OF DIRECTORS
Wednesday, March 19, 2008

BOD PRESENT

Ron Oliver
Jan Hicks
Donna Mulig
Jane Lange
Ed Welt (left at 3:00)

BOD ABSENT

None

OTHERS PRESENT

Michaelene Houze
Bud Anderson
Cheryl Anderson
Vicki Kahle
Barry Benjamin

Jeanne Oliver
Frank Ingrassia
Carol Cascio
Christa Williams

1. The meeting was called to order at 2:05 by President Ron Oliver.
2. Confirmation of a Quorum; all BOD present.
3. Approval of The Minutes of Weekly Meeting, March 17, 2008, tabled until next meeting.
4. Announcements
 - ◇ Ron Oliver announced that the pedestrian gates at both Honore and Cooper Creek are again not working correctly; he has contacted the CDD, vendor will take care of repair.
 - ◇ Ron spoke briefly about the President's letter recently delivered to home tubes. He shared very positive feedback from Sy Golden regarding the passage of all the voting items and thanked the BOD for their efforts in the community.
 - ◇ Back up batteries for the vehicular gate will cost the CDD \$2400.
 - ◇ Ron spoke about the relationship of the HOA Board with the CDD. It is most cordial; we work together cooperatively to problem solve issues for our community.
 - ◇ In November we are scheduled to take over the CDD completely.
 - ◇ Bonds are still 'on hold' because of market disarray. We had an arrangement to sell, came very close; market conditions changed rapidly, negating possibility of intended gain, therefore sale was postponed. Market conditions are being continually monitored.
 - ◇ We have a signed extension of our Settlement Agreement with Pat Neal, until September 15; hopefully the bonds can be sold well before that time.
 - ◇ Ron will sign the fitness contract today.
5. Treasurer—Ed Welt Community in good condition
 - ◇ Ron Murphy is out of town; Frank Ingrassia will give a more detailed Finance Committee Report.
 - ◇ We have now purchased three \$25,000, 6 month CD's at 4%, a good rate considering the current market conditions.
6. Comments from Committee Chairs
 - ◇ Pool--Michaelene Houze
 - Pool furniture for Seven Oaks has been chosen; after extensive research by Jane, Jan and Michaelene and input from Margo Bates; three bids and samples presented to BOD; BOD approved recommended bid at last Monday's meeting.
 - Extremely busy week at pool facilities.
 - Problems with spiders in the mechanical room.

- A-1 pools--problem with electrical outlets, they appearing burned and chemical feeder tanks were unplugged, A-1 did not notify us.
 - Their service has been minimal.
 - A-1 just taken over by Drew pools, but their last day is this week because of past performance and no information that company was changing.
 - Sparkle Brite contract starts Monday 24th.
 - \$519 invoice for A-1 will be held until we make sure there is no damage because of this week's events.
 - Feeders need to be checked to make sure they are operational.
 - Why were outlets burned? Those outlets were replaced.
 - Jane will follow up on this issue.
 - Fire extinguisher was released into the grill and surrounding area, huge mess. Alex cleaned.
 - Grill does not work. Gas is turned off. We need vendor information, Stephanie is checking.
 - Extinguisher will be checked, may need replacement; other pool extinguisher will then be routinely checked.
 - BOD hopes that things settle down and thank Michaelene for her patience and endurance!
- ◇ Fitness Center--Jeanne Oliver
- Fitness Center contract will be signed today in order to have March service. Outstanding credit will be deducted from current contract price.
 - Air Conditioning contract in place for office and fitness areas.
- ◇ Ponds—Bud Anderson and Barry Benjamin
- Bud presented detailed reports and maps for the proposed bubbler/aeration system's electrical considerations for two ponds—#'s 11 and 7.
 - Observed system at Ringling; bubbler control panels are bread box size and not as noisy as first indicated, sounds like a home air conditioner.
 - Met with Larry Russo, FPL, very knowledgeable, familiar with our community.
 - Electrical contractor would be needed for installation.
 - Pond # 11 is problematic; each power source possibility was presented and briefly discussed.
 - Basically, the lack of readily available hook up points, possible need for directional boring under streets and/or conservation areas complicate the problem and the costs could be high.
 - Bud pointed out that excessive vegetation growth at the transfer box near lots 3 & 4 on Green Street prevented checking inside for possible hook up option, as they are inaccessible. These need to be cleared for FPL access; also any other such excessive vegetation/transfer box area in the community needs to be cleared for access.
 - Pond # 7 is accessible. Larry called in the two electricity meters found today; one is billed to our HOA; other one to CDD. The HOA billing needs to be changed to Manatee County. Stephanie says that AMI receives invoice stacks; she will go through those two billing addresses; we need to correct billing and recover erroneously spent monies.
 - Will then need split meter, new portion will be for bubbler.
 - Bud will contact electrical contractors for estimates, reviewing his reports. He will then inform BOD of costed options.
 - Pond #1 would next pond to get a bubbler.
 - Pond #14. New aquifer pump--water level rising just slightly, will be a slow process.
- ◇ Finance—Frank Ingrassia

- February financials indicate we are in good shape, considering current market conditions.
 - Delinquencies high.
 - Some foreclosure money has been received.
 - Fountains are over budget.
 - Pool heaters over budget, expected at this time of year.
 - Capital Reserves at \$87,617.
 - Income tax 07 payment for filing extension recently sent.
 - Penalty for 05 income tax recently paid.
 - Legal, water issues--\$4000 remaining in budget.
- ◇ Contracts—Cheryl Anderson
- Has several contracts. There are many, she needs to have them all.
 - Meeting will be set up with Stephanie to review AMI contract file and determine other needed contracts.
 - Jane has Sparkle Brite contract copies.
 - Cheryl will be away probably June through September, but will have computer access.
- ◇ Compliance—Carol Cascio
- Ron Oliver pointed out that Carol has been on Compliance Committee probably since its inception and BOD welcomed her as chair.
 - Vicki Kahle is Asst. Chair and will take over while Carol is away for the summer.
 - Carol reviewed Compliance Committee questions/concerns:
 - ~AMI to perform regular re-inspections. Stephanie Curtis said there was a misunderstanding; she was under the impression that Compliance would do re-inspections. Stephanie recently did a ride through to clean up spread sheet; making dates more aligned for record keeping and better follow through.
 - ~AMI will do both initial and re-inspections going forward. Target would be every other week.
 - ~Neglected properties—there are a number of properties not being taken care of, including several on Charleston. Ron Oliver explained that property access is not a possibility until owner (or person of record) is given 30 days notice. Procedure would be to contact AMI and go through notification and violation process, which would give 30 day notice period. Stephanie noted that residences should be fined (when appropriate) and then situation corrected.
 - ~Violation procedure was briefly reviewed (wording has changed in new document). Jan has developed an outline of procedure which will be part of planned mailing to all residents. Carol will give input into document.
 - Mold was discussed. Currently holding off on these violations. Question arose about sidewalk responsibility and taking care of common area mold. Donna thought homeowners were responsible for walks in front of their residences; some thought CDD; Ron Oliver said he would check on this. Ron also commented that entrance pillars will be cleaned, there is much mold, including on brick; this is CDD. Could there be a price for community pressure washing of mold?
 - Parking—resident complaints. Could Sheriff Patrols ticket residences where cars are blocking sidewalk? Long standing situation of covenant restrictions, County roads deemed not held to covenants...our streets are narrow. There are safety concerns with visibility when vehicles are parked in streets. Also, limiting driveway parking would probably lead to increased instances of blocked mailboxes, sidewalks and driveways, etc. Stephanie reiterated that there are limited enforcement options. Petition to

limit access would require 2/3 signatures of affected residents and many posted signs. It was noted that the County will respond to complaints of boats in driveways or streets, perhaps also to tractor trailer complaints. Will they respond to sidewalks being blocked?

- While Compliance Committee will not be involved in inspections, Carol and/or Vicki may accompany Stephanie soon for mutual informational purposes.
- ◇ Neighborhood Watch—Vicki Kahle
 - Neighborhood Watch has drafted a half sheet of paper to inform residents regarding lamp posts not working. They will be placed in mail tubes and post lights will be rechecked two weeks later. Still non-working lamp post addresses will be given to Vicki; she will inform Stephanie. Violation letters will be sent.
 - Frank Ingrassia asked Stephanie for an updated resident roster for Neighborhood Watch, so they can update their information, including phone and email. Stephanie said she would,
 - Jan mentioned she is also working on a document with Stephanie.
 - Stephanie will remove current lamp post violations; begin again with information she receives from Vicki.
 - Neighborhood Watch still needs committee members; this is a valuable community service.
 - Dog walkers were suggested.
 - Donna asked if a law enforcement/safety speaker might be a good idea to assist with committee morale and ideas for improving our communication.
- Grounds—Jane Lange
 - Asked Stephanie to follow up on two electrical meters—see Manager section.
 - Phone bill discussed under Association Manager section.
 - Resident returned a key card; needs to be refunded \$85; Stephanie will check on status of this.
 - Security Cameras at pool, in process of upgrading and replacing where necessary. Recent damage; cameras may assist in stemming vandalism. Currently set on 24/7 loop. Jane will continue to investigate prices and options.
- Social—Jan Hicks spoke for committee. April 5 is community garage sale. There will be a Memorial Day picnic. BOD felt food costs could be part of event, rather than people bringing food.
 - Wine and Cheese party cost about \$450; garage sale could bring in \$100.
 - Current balance should more than cover food and some beverages.
 - Jan will work with committee.

7. Report from Association Manager—Stephanie Curtis

- ◇ Problem residence letter—has been redrafted; BOD will meet on this on Monday, Stephanie will also give input.
- ◇ Annual Meeting final minutes of 12/8/07—They are finalized; the BOD gave preliminary approval of these minutes and they will be posted. Formal approval will be at the next Annual Meeting in 2008.
- ◇ Leasing process and documents—Amendment has passed, residents are now to submit information—several draft documents were given to Jane; would be good to have a copy of their lease. Current commitments could be honored; still need to know who is in community. Initiate process now.

- ◇ Gutter bids for Seven Oaks Pool—Two received; other did not respond. Bishop's and Schmucker.
 - Schmucker was chosen; Jan motioned acceptance of bid, Ron seconded, all were in favor.
- ◇ Phone service name change from Neal Communities. Verizon has been faxed form.
 - Account must be closed out, and new service must be initiated; cannot be transferred.
 - Six lines now, possibly convert two to Internet service.
 - Jane and Frank will work with Stephanie regarding new account plan information.
- ◇ Fitness Center contract signed by Ron; to be filed. Outstanding credit will be deducted from contract price.
- ◇ Contract file for Cheryl Anderson—Stephanie will meet with Cheryl Anderson to review contract file. Cheryl will organize and input info into data base.
- ◇ FPL electricity contact with Bud. Bud in full swing on this issue; Stephanie will check meters for HOA billing....that should be County Billing. Billing address needs to be changed. Erroneous billed amounts need to be determined and recovered from County.
- ◇ Violations—Process reviewed under Compliance section; information will be mailed to residents.
 - Stephanie granted Carol director AMI level access; Carol will try log in and contact Stephanie if she cannot get into needed areas.
- ◇ Vertex fountain work schedule— Pond #13, problem with check issuance for ½ invoice amount; has just been taken care of today. Work probably done first week in April.
 - Pond #14, fountain near aquifer pump will be moved at the same time; estimated to be just one billable hour. They thought they had enough electrical wire to complete needed move.
- ◇ Voting paperwork finalization—Information at attorney; will be processed and filed, then returned to us.
 - Received originals will go to AMI; scanned, copies to residents in mailing.
 - These document changes will be included with official records; mailed with original covenants when requested.
- Resident Mailing Documents—Jan has drafted documents to be ready when official wording is returned from attorney relative to covenant changes.
 - Welcome Letter to be sent to new residents was again updated to reflect newly approved items.
 - Community Update letter, Delinquency Policy and Deed Restrictions/Violations documents were reviewed. Recommended changes will be added. Delinquency policy should also go to Stacie for input.
- BOD are not finding current delinquency reports detailed enough--house number and name not always available making it hard to keep track as properties change during foreclosure for example.
 - Stephanie will contact Becker and Polikoff for a BOD presentation of their services.
- Donna brought up Emergency phone call procedure. Everyone has a different idea of an emergency. There is a 24 hour answering service at AMI. True emergencies are correctly handled through that. Non-emergency calls are billable to HOA or to resident making call. People need to know if they use this for inappropriate reasons, they can be billed.
- Neighborhood Watch needs an updated roster; community volunteers will update email and phone information for their section. This list, containing phone and email information can be emailed to Vicki Kahle for distribution to Committee. Vickie will remind NW people that this information is confidential.

- Resident key card--\$85 needs to be refunded. Jane has resident information.
- Grill damage—Stephanie will check vendor information.
- Stephanie requested that the bushes near the Honore Gate be pruned; she still cannot get into control box for programming needs. CDD approval and/or TLC; Jane will take care of this.
- Jane received two copies of new Sparkle Brite pool contract.
- Sign vendors—original vendor out of business. Ron will check further, does Stephanie have more information?

8. Unfinished Business

- Newsletter—BOD continuing to investigate a timely publication of information. Have not had a newsletter in many months. Would be self produced. Mailing costs and the process could be prohibitive. Internet posting and emailing could be most beneficial. If people log into AMI site; posted newsletter could then be readily available. May 1 would be earliest opportunity for first addition.

◇ Documents drafted by Jan for resident mailing—see Property Manager section.

9. New Business—Included in sections above.

10. Homeowner comments—Christa Williams asked about publicizing vandalism. She felt people needed to know the costs and possible extent of this activity in our community. BOD has been working on this issue and certainly intends to publicize to the extent possible.

11. Meeting Adjourned at 5:15 pm; motion by Jan, seconded by Jane, all in favor.

Respectfully submitted:

Donna Mulig, Secretary

Date