

Estates at Windermere Homeowners Association  
Board Meeting November 17, 2005  
Stoneybrook West Golf Club  
**APPROVED MINUTES**

OPEN FORUM: None

QUORUM ESTABLISHED:

- Present: Ragini Patel, Joe Relich, Todd Rule, Kathy Sheppard
- Absent: Dan Zanini

Meeting convened at 6:35p by Relich. Proof of Notice verified by posting at the Exit Gate of the Association.

APPROVAL OF MINUTES: A motion to approve the October Meeting Minutes with the changes indicated by Ms. Sheppard was made (Sheppard/Patel) and carried.

TREASURER'S REPORT: Sheppard presented a written report (attached) for the record. Ms. Sheppard requested an updated aged AR report be provided on a monthly basis for the Board meeting. Ms. Sheppard provided a revision to the previously approved 2006 budget showing adjustments to several line items. A motion was made (Sheppard/Rule) and carried to approve the adjustments as presented. Ms. Sheppard will provide an electronic copy to Ms. Rumely for mailing to homeowners.

LANDSCAPE COMMITTEE: Janis Zanini provided a written report (attached) for the record. Subsequently, the Board directed:

- Mr. Rule reported that he has asked Sprinkler Repair & Landscape Lighting for a proposal for additional landscape lighting at the front entrance to uplight the stone walls and larger trees in front of the gate. Ms. Rumely was asked to follow-up with the vendor on that proposal.
- Ms. Zanini stated that the new paint line at the Exit Gate does not appear to glow in headlights as much as the previous material did and asked that the other directional lines be painted with different paint. Ms. Rumely was asked to get a second bid on this project after reporting the vendor could not find more reflective paint and is proposing \$350 for the next phase of this project. Ms. Rumely was also asked to check with FDC on the potential to reverse the gate direction on the Exit side.
- Ms. Zanini expressed concern about the size of the annuals and the irrigation schedule; she has communicated with PLM requesting a longer watering time for the two front zones.
- Ms. Zanini expressed concerns about the condition of the wood framing around the doors in the Guard House. One of the Board members offered to take look at it.
- The Board expressed concerns over the high irrigation repair bills for October and November. The Board authorized payment of the October invoice "under protest" and declined to authorize payment of the November invoice at this time.

ARC REPORT: Ms. Sheppard presented a report for Mark Sheppard, Chair

- Applications have been received for the new door and the paver installation on Coral Stone Court.
- It appears that an owner on Ridgewind Way may have painted the residence without getting prior ARB approval. Ms. Rumely was asked to send the owner a violation letter.

MANAGER'S REPORT: Ms. Rumely summarized activities during October/November in a written report previously provided to the Board of Directors.

OLD BUSINESS:

- Guard House-Tinting – The refreshing of the Guard House has been completed, including pressure washing and tinting of the windows. The Board authorized payment to both vendors for \$700 for the pressure washing and \$1142 for the tinting. The check to Tint by Masters is to be held until the written warranty information is received.
- Entry walls-replace stones- Ms. Rumely presented a bid from All About Cleaning & Maintenance for \$450; the mason reports this is a challenging project; Ms. Patel will check with Home Depot and Lowes for other options
- Exit Gate directional signage – vendor proposed \$350 – the Board asked Ms. Rumely to get another bid using more reflective paint. A motion was made (Relich/Rule) and carried to authorize Ms. Rumely to spend \$350 or less to complete this project with reflective paint. Ms. Sheppard offered to open the Exit gates while the work is being done.
- Guard House Lighting-Mr. Rule reported that he met with the vendor and supervised the installation and repairs. The Board indicated satisfaction with the work.
- Triathlon issues – Ms. Rumely reported that she had not received any irrigation reports that document any damages. She will send a release letter to the school.
- Fence Rail damage – Ms. Rumely reported she needs to meet with Ms. Zanini to locate the 2 additional areas of damage that appear to have been caused by the mowers.
- Web Site update- discussion tabled
- Management services rebid-Ms. Rumely reported that Leland Management has sent the Board a termination letter. She advised the actual termination date is negotiable, and that Leland Management will work on transition when a new vendor has been selected.

NEW BUSINESS:

- Ms. Rumely provided invoices for Tobin Construction (\$725) and Sunstate Tree Service (\$500) for approval. The Board authorized payment of both invoices.
- Ms. Rumely presented a renewal contract with Leland Management; the Board decided to rebid the management services contract. Ms. Sheppard will be coordinating interviews with new management services companies.
- Ms. Rumely advised of two upcoming deadlines and requested direction from the Board. The Documents and FS 720 require written notice to the homeowners 30-days in advance of the change in their assessments. She also reported the Annual Membership Meeting for election of Board members is usually held in January. Candidates are needed and FS 720 requires a written 14-day notice to members. Ms. Rumely will draft a letter to homeowners for Board review and mail it December 1<sup>st</sup> with the assessment information and a call for candidates for the annual meeting for election of new board members in January.
- The late fee waiver request previously emailed to the Board of Directors was approved.
- Ms. Rumely presented a summary of the bids for the landscaping contract. A motion was made (Sheppard/Rule) to give PLM notice December 1st. The Board then decided to pend the 30-day termination notice to PLM until the tree lifting and mulching projects are scheduled and/or completed. The Board authorized no more than \$1800 on pine bark mulch which should be applied first to the tree beds outside the fence, inside and outside the main entrance (except under the India Hawthorne plants) and around the tennis court. Mr. Rule offered to supervise and requested 7 days notice from PLM.
- Ms. Rumely presented information on the two sidewalk/curb repair bids obtained to date and indicated she has identified a third vendor. The Board will have to decide if they want to “patch” or “repair” the curbs and sidewalks. The bids range from a low of \$8679 to a high of

\$16230. The increasing size of the pothole at 2224 RW led the Board to accept the proposal from Richard Brogan Construction to make this repair. A motion was made (Patel/Relich) to accept the \$600 bid. Ms. Rumely was asked to get additional details about the quality of the concrete and to verify his licensing and insurance information.

ADJOURNMENT: Motion (Relich/Zanini) was made and carried to adjourn the meeting at 8:45pm.

MINUTES: taken by Carol Rumely, Association Manager