

The Estates at Windermere HOA

Board of Directors Meeting
Health Central
10000 W. Colonial Dr.
Bradford room
Wednesday February 20, 2008

MINUTES

Directors Meeting was called to order at 6:36 p.m.

In attendance were Steve Sargent, Kathy Sheppard, Kathie Glass, Dennis McCarthy, Jason Gamel and Kyle Brown. Mike Whitethorn was absent. Rex Bowman was present for Community Management Professionals. Jim Fitzgerald and another fireman were present representing the fire department plus 9 homeowners from the community. A quorum was established. Notice was served by the display board sign at the community gate and on the web site (www.eawfl.org).

Jim Fitzgerald from the Fire Department was given the opportunity to speak to the group. His main objective he said was to apologize to the community for the slow response to the fire that burned a homeowner's home on 2-1-08. He assured the crowd that they (the fire department) took this mistake very seriously and that they were doing many things to see that it never happened again.

After review of the 1-16-08 minutes Kathie Glass asked the paragraph explaining the Track "J" letter to Teresa Jacobs be corrected to match what was actually said. A motion to approve was made by Kathy Sheppard and Steve Sargent gave a second to the motion and it passed unanimously.

Tina Bruefach Gave the Landscaping report.

Landscape Agenda – February

Budget allows for \$4800.00 – Tree and Shrub

Tree Pruning and Removal to be done mid-late March

2346 Ridgewind – remove 1 Oak, 1 dead tree

\$350.00

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Silviera-mistletoe, fungal inf.	
2352 Ridgewind – fertilize Lg. Oak, remove diseased Oak	\$350.00
2516 Ridgewind – Remove 2 diseased Oaks	\$450.00
Common area next to 2236-Prune Oak-mistletoe	\$100.00
<u>Prune 6 Large Oaks on Mckinnon</u>	<u>\$900.00</u>
Total	\$2150.00
Discount =	\$2000.00

Gary Shrub work

Removal of Indian Hawthornes under Lg. Oak on Mckinnon and
Daylilies at playpark \$200.00

Labor for planting 9 Trinets at playpark, 20 jasmine plants in front of chain
link fence between Sargent/Mueller-Homeowner will water with soak hose.
\$150.00

Also would like to plant few Hibiscus in front of cement tank
At pond. \$20.00

Annual Budget = \$750.00

Plant purple/yellow annuals in front of Robellini Palms \$126.00
Includes soil, plants, labor, pick up

Would Like to Plant Robellini Palm in Center Island in front of Ligustrum
trees, dead space, would look very good, can get good size one for \$100.00
Need Gary to install and pick up. =\$150.00

Tree and Shrub Budget =	\$4800.00
Tree work	\$2000.00
<u>New plants/shrubs</u>	<u>\$ 650.00</u>
	\$2080.00 Left

Annual Budget =	\$750.00
<u>Cost for annuals</u>	<u>\$126.00</u>
	\$624.00 Left

Mulch 1 yard =\$20.00

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I will have Tree Replacement estimate next month for approx.
5 Laurel Oaks.

The board asked questions and discussed the proposals Tina had made. Kathie Glass made a motion to approve a not to exceed amount of \$2,000 for tree removal Tina had requested plus a not to exceed amount of \$600.00 to complete landscaping changes Tina had requested. Dennis gave a second and the motion passed unanimously.

Tina noted that she had received a quote for replacing the doors on the gate house. The door cost was near \$1400 then installation and painting was about \$800 more. Rex was asked to get a quote to do the work and he agreed to do so.

The need for a Picnic table with hole for umbrella for the playground area was discussed. It was noted that a garbage can also was needed for the area. Steve made a motion that a not to exceed amount of \$1,100 be used to buy the picnic table and garbage can. Kathie gave a second and the motion passed unanimously.

Extending the existing playground area was discussed. The board agreed all that was needed was to add Mulch to the area and all agreed to do what it took to complete.

Phase 2 of the new street signs were discussed. Dennis made a motion to give Kathy the not to exceed amount of \$3,900 to complete phase 2 of the sign project. Kathie gave a second and the motion passed unanimously.

The ReNew Grant was discussed and it was noted that the Grant request was resubmitted on 2-14-08. Nothing is to be done now but wait.

ARB request was given to the committee at the meeting and the request to paint was approved.

The Financial report was given by Kathy Sheppard.

Expenses

\$5,974 Total expenses for Jan

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*\$9,713 Total expense **BUDGET** for Jan*

YTD:

\$3,738 UNDER budget

RESERVES:

\$14,802 Misc Reserves

\$11,352 Working Capital

\$26,154 Total Available to spend

For Tract J, Emergencies, etc.

OTHER RESERVES:

\$35,273 Road Reserves

\$ 5,224 Road Inspection Reserves

\$ 1,837 Gate and Operators

\$ 631 New Signs

\$ 631 Tennis Court

\$ 631 Fence

\$ 631 Future Projects

\$44,858 Total other Reserves

**note: four houses currently for sale: Potential Working Capital income of \$5,300

Cash Flow

\$17,289 in current operating bank account

\$2,254 Late HOA fees

\$2,999 Late HOA fee (attny)

\$14,000 Estimated Routine expenses Feb-Mar

\$ 8,542 Total available cash through end of March

Bank Accounts

We have \$37,485 in our reserve **bank** account of which \$25,000 needs to be put in a 6-8 month CD. This will still leave us with \$12,000 in our reserve bank account & \$11,000 in working capital should a crisis arise.

Tax Return & Compilation

Cole & Associates will do our TR&C for \$800-\$1000. Windermere Accounting Services will do it for \$400

I will be gathering information to take to Windermere Accounting Service by Friday.

Road Reserves

According to our CC&R's Article 10 Section 5 our road reserve is capped at \$35,400. We are at \$35,273 now. We all know that \$35,400 is not enough to resurface the roads.

***\$50.00/year for each homeowner goes into this account. Total yearly budget of \$3,300.**

Discussion on what to do. Tabled for next month to give BOD members time to research.

Rex Bowman gave the managers report.

Financial report for January shows total assets of \$98,789.43 with \$71,011.86 of that amount in reserves. The delinquency shows as of 1-31-07 the total delinquency is \$5,252.79. As of today 2-20-08 the amount still due is \$3465.68.

The Financial requirement for 2007 is a compilation and we have been told the Board wants Windermere Accounting to complete this requirement. Not a problem and we will work with them to furnish all required documents.

The 2 quotes to paint the light poles are exactly the same at \$1,680. A copy of each quote was given to board members. After discussion Steve made a motion that John McDonald Painting be given the contract to paint the light poles. Dennis gave a second and the motion passed unanimously.

The poor condition of the property at 2206 Ridgewind was discussed. Rex was directed to send a certified, final B-4 Attorney letter to the owner letting them know action must be taken. Rex also agreed to call the owner to let her know the board is serious and expects action.

Tract "J" issues were discussed. Kathie reported the letter has been sent to Teresa Jacobs.

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The tennis courts were discussed. Dennis reported the sprinkler repairs were being completed plus the bench/ball rack had been purchased and installed at the court. Dennis noted he would get the receipt to Rex for reimbursement.

Newsletter for the community had arrived and the Board all agreed it looked nice.

Sidewalk repair was discussed by the board. Steve noted that 4 Aces had given the best proposal at a price of \$7,475 for 1,300 square feet of concrete. Steve noted that the final walkthrough was needed before the contract could be agreed to.

Roads were discussed and it was decided that they would be placed on the next agenda for discussion.

With no further business the meeting adjourned at 9:18 PM

Respectfully submitted,
Rex Bowman, LCAM,
For the Board of Directors