



HOMEOWNERS ASSOCIATION, INC.

**Board of Directors Meeting  
Budget approval meeting**

**November 18, 2015 6:30 PM**

**MINUTES**

The Board of Directors of **The Estates At Windermere Homeowners Association, Inc.** met on November 18, 2015 at 6:30 p.m. at the Plant St. Market in Winter Garden, Florida.

Directors present were Dennis McCarthy, President; Kathie Glass, Marcel Maritz, Jim Park, and Andy Sheeter. Five homeowners were also in attendance. Chuck Strode represented *Associa Community Management Professionals, Inc.*

The meeting was **called to order at 6:50 p.m.** by the President, who noted that a quorum was present and that meeting notice has been properly posted.

**Secretary's Report:** The **minutes of the September meeting** were reviewed. **Motion by Mr. McCarthy to accept the minutes as written and presented;** motion was seconded by Mr. Maritz and **unanimously approved.**

**Treasurer's Report:** The October 2015 financial statement was reviewed by the Treasurer. Projects completed in calendar year 2015 to date, including sidewalk repairs, video cameras at the entry gates, landscaping enhancements, upgraded internet services (at the gate) and community security patrols were noted. Proposed projects for 2016 include continued community patrols and possible repaving of the private streets within the Community. **Motion by Mr. Sheeter to accept the October 2015 financial statement as presented;** motion was seconded by Mr. Maritz and **unanimously approved.**

Accounts receivable and collections actions underway were briefly reviewed by Management. Presently, there is 1 pending bankruptcy case, 1 owner on a payment plan, and 3 delinquent accounts with the October assessment installment unpaid (as of 11/18/2015)

**Special Business:** The proposed operating budget for fiscal year 2016 was presented by Mr. McCarthy and reviewed in detail. Two versions were presented; both versions maintained assessments at the current (2015) amounts, but allocated line item expenses differently.

Community patrol services in 2016 were discussed; service levels and frequency are to be determined by the Board during 1<sup>st</sup> Quarter 2016. The proposed repaving (private streets) project was discussed; estimates received to date exceed the available Reserves funds at present. Additional quotes will be obtained and reviewed.

The board members discussed and adjusted some line item expenses, as proposed, for Community Patrol services, Miscellaneous Grounds expenses, and Pest Control/Fertilization services. **Motion by Mr. Park to adopt and approve the FY2016 budget as amended; assessments will remain at the same amount as in FY2015 (\$463.59 per quarter).** Motion was seconded by Mrs. Glass and **unanimously approved.**



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**Management Report -** Management provided a brief summary of architectural review requests, covenant enforcement actions, homeowner correspondences, and property maintenance and repair tasks completed to date.

Management was asked to obtain quotes for new landscaping pest control and fertilization services for the Board's review and consideration.

**Unfinished Business -** the following were again considered :

- **Community safety and security** – Mr. McCarthy advised that additional cameras have been installed at the front entry / exit gates, and equipment enhancements continue. *Securitas* has offered to provide basic 'home-check' services for residences when the homeowner is away for extended periods, at no additional cost to the Association. The board will make a determination regarding Community Patrol services during early 2016, based on budget considerations.
- **Sidewalk repairs** – repairs continue as needed, and the price per panel is approximately \$200.00.
- **Drainage structure 'vehicle wrap' project** – Mr. McCarthy advised that the vendor will be installing the wrap shortly, for evaluation.
- **Park pavilion project** – it was generally agreed by all directors that this project be **deferred at this time.**
- **Road repaving project** – Jim Park agreed to act as the point-person for this project and obtain additional quotes for review by the board at a future meeting. At this time, the Association will likely not engage the services of the professional engineering firm to oversee the project.

**New Business -** The following matters were brought before the Board:

- **New trash and recycle containers provided by Orange County** - the board will address any concerns regarding storage of the new containers after January 2016, if necessary. Collection using the new containers begins on January 1.
- **Landscaping improvements at community entrance area** - Mr. Park suggested that the Association consider making improvements to the easement areas between street and sidewalk in the area between the entry/exit gates and the 4-way intersection at Ridgewind and Winder Bay Blvd. The board agreed, and a landscaping design plan will be determined, in order to obtain material and labor estimates.

There being no further business to come before the Board, the meeting was **adjourned at 8:15 p.m.**



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