

**Island Cove Villas at Meadow Woods Homeowners Association, Inc.
BOARD OF DIRECTORS MEETING
February 26, 2014**

**Island Cove South Pool
14898 Laguna Beach Circle
Orlando, FL 32824**

Board Members in Attendance: Dave Solomon, Sheila Claudio and Juan Toledo

Management Staff in Attendance: Anne M. Smith, LCAM

Meeting was called to order at 6:30 PM. Quorum of the Board was verified. Meeting was properly noticed. A Spanish interpreter was on hand to translate portions of the meeting.

OPEN FORUM

Dwayne Bucklin expressed his displeasure in what he perceives to be a lack of effort with respect to the Orange County Deputy patrols in the community. Mr. Bucklin takes it upon himself to remove temporary signs, newspapers and apparent waste and discards these items. He also feels the realtors who rent the units need to make the tenants aware of the HOA rules and regulations.

Eric Vazquez inquired as to the schedules of the deputies as he has witnessed some inappropriate behavior taking place in some vehicle parked in the Visitor's Parking near pool #3. Management will convey his concerns to the deputy patrols.

MINUTES

Motion was made by Sheila Claudio and seconded by Dave Solomon to approve the November 7, 2013 Board Meeting minutes. Motion carried unanimously.

FINANCIALS

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve October, November, December and January financials as prepared. Motion carried unanimously.

COLLECTIONS

Board Action Requests – Collections:

- Transworld Accounts*:
 1. The Board voted to turn *1232 Barefoot Bay Drive* over to Patrick Willis' office.

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2. The Board voted to turn *14638 Laguna Beach Circle* over to Patrick Willis' office.
 3. The Board voted to turn *14724 Laguna Beach Circle* over to Patrick Willis' office.
 4. *The Board voted to turn *14712 Laguna Beach Circle* over to Transworld Phase II.
 5. The Board voted to turn *14435 Bay Isle Drive* over to Patrick Willis' office.
 6. The Board voted to turn *14319 Island Cove Drive* over to Patrick Willis' office.
 7. *The Board voted to turn *1231 Lucaya Circle* over to Transworld Phase III.
 8. *The Board voted to turn *1145 Lucaya Circle* over to Transworld Phase III.
- The Board agreed to turn *1231 Barefoot Bay Drive* over to Patrick Willis' office for further collections.
 - The Board voted to turn *14439 Bay Isle Drive* over to Patrick Willis' office for further collections.
 - Regarding the offer presented by *14345 Island Cove Drive*, the Board agreed with Attorney Patrick Willis' alternative proposal of \$4,000.00 down and \$700.00/month.
 - The Board voted to continue with litigation against *14606 Laguna Beach Circle* to obtain a more acceptable settlement offer.
 - Motion was made by Sheila Claudio and seconded by Dave Solomon to ratify approval to accept a 12-month payment for *1279 Lucaya Circle* to be administered by Pinnacle. Motion carried unanimously.
 - Motion was made by Dave Solomon and seconded by Juan Toledo to ratify approval to settle the account at *1287 Lucaya Circle* for \$7,210.00. Motion carried unanimously.
 - Motion was made by Sheila Claudio and seconded by Dave Solomon to ratify approval to accept a 12-month payment plan for *1320 Lucaya Circle* to be administered by Patrick Willis' office. Motion carried unanimously.

GROUND & MAINTENANCE

The following maintenance issues were identified and addressed:

- An interior plumbing leak was discovered at 14348 Island Cove Drive as water was seen coming out of the sliding glass doors. Management instructed Best Plumbing to turn the water off to the unit as the unit is unoccupied. Management attempted to contact homeowner via phone, at a number provided by the owner's neighbor, but was unsuccessful. Patrick Willis sent a letter to the homeowner, who lives in Puerto Rico. Homeowner has since had the unit inspected and has contacted his homeowner's insurance to assist with this issue.
- Pot hole at North entrance repaired.
- Graffiti removed from brick wall behind 14536 Laguna Beach Circle.
- New 2HP pool motor with shaft seals and gaskets installed at pool #1.
- Wood fence separating the rear patios of 1275 & 1279 Lucaya repaired and painted.
- Bulbs in the men's and women's restroom at pool #3 replaced.
- An interior plumbing leak was discovered at 14341 Island Cove Drive. The unit is vacant. After consulting with Attorney Patrick Willis and attempts to contact the

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homeowner failed, the Association accessed the unit and found significant mold infestation. The Association remedied the mold and the fees incurred were charged back to the homeowner.

- Holiday décor removed.
- PCPI Building Services attempted to remove the oil stains from the parking spaces at 1219 Caribbean Cove. They were unsuccessful in removing the stains but were able to remove surface grease so area was not slick. Homeowner was billed for this work.
- Holiday décor installed.
- Door closure at the ladies restroom at pool #1 repaired and reinstalled.
- Satellite dish removed from 1349 Lucaya Circle. This is a home that is vacant and the Association has title to.
- Oak tree trimming project complete.
- Lift station maintenance performed.
- Various irrigation repairs completed.
- Various plumbing issues inspected and repaired as necessary.

RATIFICATIONS

Motion was made by Juan Toledo and seconded by Dave Solomon to ratify unanimous, written approval for the following items. Motion carried unanimously.

- November irrigation repairs to Timer D, Zone 2 in the amount of \$752.00
- Martin Roofing's proposal in an amount not to exceed \$850.00 to complete roof repairs at 1112 Lucaya Circle. (*Final total invoiced was \$337.00*)
- January irrigation repairs totaling \$1,222.00
- PCPI's proposal in the amount of \$4,800.00 to remediate the mold infestation at 14341 Island Cove Drive caused by an interior leak. Homeowner was billed for this work.
- First Call Restoration's quote in the amount of \$1,880.97 to clean and repaint the men's restroom at pool #2 after someone started a fire inside.

PROPOSAL REVIEW

The following proposals were presented for review:

- **Front yard landscaping renovation**
 - Three yards have been identified: 14768, 14777, & 14880 Laguna Beach Circle
 - Motion was made by Dave Solomon and seconded by Juan Toledo to approve Grasshoppers' quote 2474 in the amount of \$1,680.00. Management will send a letter to each of the three homeowners advising them they have been selected. Motion carried unanimously.
- **Irrigation repairs to Timer E/Zone 28**
 - Motion was made by Dave Solomon and seconded by Juan Toledo to approve Grasshoppers' estimate in the amount of \$652.50. Motion carried unanimously.

ADMINISTRATIVE

- Annual Meeting paperwork mailed October 24, 2013.
- Annual Meeting held on November 7, 2013.

NON-COMPLIANCE REPORT

February Non-Compliance Report and Final Notice Expirations were reviewed.

OLD BUSINESS

The Board instructed Management to obtain new proposals for security patrols.

NEW BUSINESS

Insurance Renewal: After review and discussion, motion was made by Dave Solomon and seconded by Sheila Claudio to renew the Association's insurance policies, including Property, General Liability, Directors & Officers, Umbrella, Crime, and Worker's Compensation, through Brown and Brown for an annual premium of \$152,037.00, which is down slightly from 2013. Motion carried unanimously.

The Board inquired as to whether or not the insurance policies cover sinkholes. Management will email the Board their findings.

Parking Lot Sealing: The Board discussed the need for street/parking lot maintenance. It was noted that the North section of Island Cove was previously sealed; therefore, Management will obtain quotes to resurface the North roads and parking spaces. The South section previously received new asphalt; therefore, Management will obtain quotes to seal the South roads and parking spaces.

NEXT MEETING

The next meeting will be held on Thursday, May 8, 2014 at 6:30 pm at Pool #3.

ADJOURNMENT

There being no further business to discuss, motion was made by Juan Toledo and seconded by Sheila Claudio to adjourn the meeting at 7:23 PM. Motion carried unanimously.

Respectfully submitted by:
Anne M. Smith, LCAM
Pinnacle Property Management, LLC