

FINAL

**Island Cove Villas at Meadow Woods Homeowners Association, Inc.  
BOARD OF DIRECTORS MEETING  
November 8, 2012**

**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 and Julia Corbin

Meeting was called to order at 6:35 PM. Quorum was verified. Meeting was properly noticed.

**MINUTES**

Motion was made by Juan Toledo and seconded by Dave Solomon to approve the August 9, 2012 Board Meeting minutes as written. Motion carried unanimously.

**OPEN FORUM**

Several homeowners expressed frustration over residents who do not pick up after their pets and leave their recycling containers and trash cans out in view. Anne Smith explained if homeowners can provide an address of the home(s) in violation, Management can take action to resolve the issues.

The homeowner at *1305 Lucaya Circle* expressed concern regarding tree roots affecting the parking lot in front of her home. Management will ask Lizzette to take photos of the area(s) in question.

*Jose Davila of 1217 Garden Isle Court* inquired as to whether the Association has taken ownership of any foreclosed properties in the community.

*Dionisio Hildago of 14380 Island Cove Drive* stated the landscapers cracked a window on his home. Anne Smith acknowledged the pictures and explained the homeowner waited too long to report the issue therefore the landscapers could not be held liable.

The homeowner at *14368 Island Cove Drive* complained the landscapers move her parking bumper to allow for their mowers to access the property, but they do not move the bumper back in place when they are done. Management will address this with Grasshoppers.

## FINAL

*Alvaro Diaz of 1112 Lucaya Circle* said he wrote a letter to Management but never received a response. It was noted Mr. Diaz installed several sunflowers on his property as well as on common area owned and maintained by the Association without prior approval.

*Edwin Figueroa of 14832 Laguna Beach Circle* asked the Board if he could leave his commercial van parked in front of his unit until he can obtain alternative transportation. The Board agreed to allow Mr. Figueroa to temporarily leave the vehicle onsite for one week.

### **FINANCIALS**

Motion was made by Sheila Claudio and seconded by Juan Toledo to approve July, August and September Financials as presented. Motion carried unanimously.

Motion was made by Dave Solomon and seconded by Juan Toledo to approve the 2013 proposed budget as presented. Anne Smith recommended adding a line item to the budget for holiday décor in the amount of \$2,000.00. Assessments will increase 5.10% from \$196.00 to \$206.00 per month. Motion carried unanimously.

The Board approved a 3% salary increase for Lizzette Santiago. Additional monies, such as a possible bonus, will be discussed via email.

President Dave Solomon executed Arrington & Company's engagement letter to prepare the Association's annual audit and tax returns in the amount of \$3,900.00.

### **COLLECTIONS**

Collection Status Report as prepared by Association Attorney was reviewed.

#### **Board Action Requests – Collections:**

- The Board approved a 12-month payment plan for 14439 Bay Isle Drive inclusive of old late fees. New late fees will be waived going forward with on-time payments.
- The Board agreed to proceed with HOA lien foreclosure against 1216 Caribbean Cove Court.
- The Board countered the offer proposed by 14303 Island Cove Drive. The counter offer approved was a 12-month payment plan inclusive of old late fees. New late fees will be waived going forward with on-time payments.
- The Board agreed to proceed with HOA lien foreclosure against 14345 Island Cove Drive.
- Motion was made by Dave Solomon and seconded by Juan Toledo to ratify the Board's decision to accept 10% reduction of amount due from 14572 Laguna Beach Circle to help close short sale of the property. Motion carried unanimously.
- The Board agreed to proceed with HOA lien foreclosure against 14606 Laguna Beach Circle.

## FINAL

- The Board agreed to proceed with HOA lien foreclosure against 14820 Laguna Beach Circle.
- Motion was made by Juan Toledo and seconded by Dave Solomon to ratify the Board's decision to accept \$7,266.80 from 14867 Laguna Beach Circle to help close short sale of the property. Motion carried unanimously.
- The Board agreed to proceed with HOA lien foreclosure against 1287 Lucaya Circle.
- The Board agreed to proceed with HOA lien foreclosure against 1349 Lucaya Circle.

### **GROUND & MAINTENANCE**

The following maintenance issues were identified and addressed:

- Repainting of pool/cabana decks commenced with Pool #1 on November 1. The other pool locations will follow.
- Various irrigation repairs completed.
- Various roof repairs completed.
- Various plumbing repairs completed to main shutoffs throughout the community.
- Bougainvillea trellis installed behind 1301 Lucaya Circle to limit pedestrian traffic "cutting through" Progress Energy access area.
- New bulletin boards installed at all three cabanas.
- Lift station maintenance performed.
- Light fixture replaced at entrance.
- Bulbs replaced at cabana entrance.
- Combo locks installed on time clocks and electrical panels at Pools #1 and #2.
- No Trespassing signs installed at each pool location as required by Orange County to enforce trespassing.
- Parking bumper at 14341 Bay Isle Drive replaced.
- French drain installed at Pool #3 (Laguna Beach location) to accommodate drainage issues.
- Two landscape fixtures at North entrance replaced.
- Six (6) carriage fixtures and bulbs replaced at Pool #2.
- Two (2) carriage fixtures and bulbs replaced at Pool #3.
- Parking bumper at 1246 Lucaya Circle replaced.
- Parking bumper at 1235 Lucaya realigned and re-secured with rebar pin.
- New bilingual (Spanish and English) security system signs installed at each pool.
- New shower chain installed at Pool #1.
- New cartridge installed at drinking fountain at Pool #2.
- New latch installed on gate at Pool #3.
- New bilingual (Spanish and English) Men's and Women's restroom signs installed at all six restrooms at all three cabana locations.
- New tire installed on Association golf cart.
- Parking bumper installed at 14323 Island Cove Drive.

## **RATIFICATIONS**

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

- Grasshoppers' quote 1708 in the amount of \$757.00 for irrigation repairs to Timer E.
- Grasshoppers' quote 1724 in the amount of \$4,925.00 to install a French drain at Pool #3 (Laguna Beach) to accommodate major drainage issues. Grasshoppers agreed to allow the Association to pay in 5 equal installments over the next 5 months.
- September irrigation repairs totaling \$645.25.
- October irrigation repairs totaling \$833.85.
- Best Plumbing's estimate in the amount of \$520.00 to remove large tree roots from the main plumbing line at 14792 Laguna Beach Circle.

## **PROPOSAL REVIEW**

The following proposals are presented herein for your review:

- Parking bumpers
  - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve Roger's Renovations' proposal in the amount of \$745.00 to install fourteen (14) new parking bumpers throughout the community. Motion carried unanimously.
- Raised sidewalks at Pool #3
  - Motion was made by Dave Solomon and seconded by Juan Toledo to approve Rick Amick's proposal in the amount of \$1,297.00 to remove 3 panels of sidewalk at two locations, remove the troublesome tree roots and re-pour new concrete panels. The Board also approved the recommended option to repair trip hazards at 4 additional locations in the amount of \$450.00. Motion carried unanimously.
- Pool equipment fencing
  - Motion was made by Dave Solomon and seconded by Juan Toledo to approve Roger's Renovations' proposal in the amount of \$2,895.00 to fence in the pool equipment at pools #1 and #2. Fencing will be black aluminum. Motion carried unanimously.
    - *Please note the pool equipment at pool #3 is already enclosed.*
- Pull and clean pumps at lift station
  - Motion was made by Dave Solomon and seconded by Juan Toledo to approve Brownie's Wastewater Solutions' proposal in the amount of \$500.00. Motion carried unanimously.
- Add-on security cameras at cabanas
  - The Board reviewed Envera's proposal to add additional security cameras to the cabana areas. The Board decided to table this project at this time.

**ADMINISTRATIVE**

- Informational letter regarding security system mailed on September 11, 2012.
- Annual Meeting paperwork mailed to all homeowners on October 25, 2012.

**NON-COMPLIANCE REPORT**

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

**OLD BUSINESS**

Anne Smith informed the Board that the brick wall repairs are complete. All information has been submitted to Orange County for payment of grant monies awarded to the Association.

**NEW BUSINESS**

The Board would like to review proposals to repave the Island Cove North and reseal Island Cove South. Management will procure quotes for the Board's review at the next meeting.

**ADJOURNMENT**

There being no further business to discuss, motion was made by Dave Solomon and seconded by Sheila Claudio to adjourn the meeting at 8:30 PM. Motion carried unanimously.

Respectfully submitted by:

Anne M. Smith, LCAM  
Pinnacle Property Management, LLC