

FINAL  
**Island Cove Villas at Meadow Woods Homeowners Association, Inc.**  
**BOARD OF DIRECTORS MEETING**  
**May 7, 2015**

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

Board Members in Attendance: Dave Solomon and Sheila Claudio

Management Staff in Attendance: Anne M. Smith, LCAM

Meeting was called to order at 6:41 PM. Quorum of the Board was verified. Meeting was properly noticed. A Spanish-speaking interpreter was on hand to translate portions of the meeting.

**GUEST SPEAKERS**

Patrick Carr of Reystone attended the meeting to present his company's services regarding alleviating the association of most collection legal fees. Reystone would pursue collections and mortgage foreclosure with no expense to the HOA – all fees are charged to the homeowner directly.

**OPEN FORUM**

*Jamie Colon of 14660 Laguna Beach Circle expressed concern regarding his soffit which was damaged from raccoons. Management explained that it is the homeowner's responsibility to have the animal removed. Once complete, the HOA will obtain a repair quote from Martin Roofing.*

José Davila stated he had requested a 2014 Year-End Financial Statement but it had not arrived. Management will send another copy.

**MINUTES**

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the February 5, 2015 Board Meeting minutes as written. Motion carried unanimously.

**FINANCIALS**

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the January, February and March financials as prepared. Motion carried unanimously.

**COLLECTIONS**

The Status Report as prepared by Patrick Willis’ office was reviewed.

**Board Action Requests – Collections:**

- ISL2066 – The Board approved to waive the late fees for ISL2066.
- ISL1079 – The Board agreed with counter offer with the full amount owed and rejected the settlement offer of \$1,500.
- ISL1060 – The Board approved proceeding with the HOA lien foreclosure at this time.
- ISL1052 – The Board approved to continue monitoring of Gentile’s MFC, understanding that these fees will not be recoverable from the new owner.
- ISL1023 – The Board agreed to waive late fee and interest fee but owner must pay attorney fees.
- ISL3053 – The Board approved to move account over to Transworld, Phase III.
- ISL2007 – The Board approved waiving \$60.00 in late fees for this property.
- ISL1035 – Management will research the following information.
  - What was the outstanding balance when the account turned over to Patrick Willis?
  - How long has it been at Patrick Willis?
  - How much does this property currently owe?
  - What is the legal fee since it turnover to Patrick Willis?

**PROPOSAL REVIEW**

The following proposals were presented for review:

- **Roof Repairs** - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the following roof repair proposals.

<b>Address</b>	<b>Not To Exceed</b>
14300 Bay Isle Drive	\$ 500.00
1225 Garden Isle Court	\$ 500.00
1251 Lucaya Circle	\$ 850.00
14406 Island Cove Circle	\$ 1,600.00
14816 Laguna Beach Circle	\$ 2,900.00
14879 Laguna Beach Circle	\$ 4,500.00

**GROUNDS & MAINTENANCE**

The following maintenance issues were identified and addressed:

- Landscape projects completed at 1207 Caribbean Cove and 14357 Bay Isle
- Monthly aquatic maintenance completed.
- Replaced the Ficus Tree that was leaning into the unit of 14365 Bay Isle and replaced with 7 gallon of Hibiscus.
- Renovated Yards
  - 14508, 14532, 14536 and 14698 Laguna Beach Circle
  - 14348 and 14368 Island Cove Drive

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- Pretreatment and pressure cleaning of Island Cove North and South community signs.
- Best Plumbing installed faucet restroom at 14898 Laguna Beach Circle.
- Best Plumbing service call at 1239 Lucaya Circle.
- Best Plumbing service call at 14422 Lucaya Circle.
- Completed mold evaluation at 1203 Barefoot Bay.
- Tree trimming at 14361 Bay Isle completed.
- Repaired various irrigation completed.
- Ceiling repair completed at pool #3.
- Lift station maintenance performed.
- Various irrigation repairs completed.
- Various plumbing issues inspected and repairs as necessary.
- Roof repairs at 14422 Island Cove Drive completed.
- Roof repairs at 1215 Caribbean Cove completed.
- Roof repairs at 14895 Laguna Beach Circle completed.
- Roof repairs at 14728 Laguna Beach Circle completed.
- Roof repairs at 14447 Bay Isle completed.
- Roof repairs at 1267 Lucaya Circle completed.
- Roof repairs at 14300 Bay Isle completed.
- Roof repairs at 14396 Island Cove completed.
- Roof repairs at 1301 Lucaya Circle completed.
- Soffit repairs at 1141 Lucaya Circle completed.
- Soffit repairs at 14678 Laguna Beach Circle completed.
- Soffit repairs at 14704 Lucaya Circle completed.
- Investigated leak at 1203 Barefoot Bay Drive.
- Removed dead plants at 1157 Lucaya Circle.
- Tested the fire hydrant.
- Monthly pool maintenance completed.
- Cut 20 pool keys.

## **ADMINISTRATION**

- Down payment insurance renewal.
- Replaced golf cart batteries.
- Prepared December 31, 2014 audit and income tax returns.

## **RATIFICATIONS**

The following items were approved by unanimous written vote of the Board, and need to be ratified:

- Grasshoppers' quote 2816 in the amount of \$3360.00 to renovated yards at
  - 14508, 14532, 14536 and 14698 Laguna Beach Circle
  - 14348 and 14368 Island Cove Drive

**NON-COMPLIANCE REPORT**

March Non-Compliance Report and Final Notice Expirations were reviewed

**OLD BUSINESS**

- **Grasshopper Quotes 3001 – 3010**

- Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the following landscape quotes for refurbishment of common areas, not to exceed \$25,000.00:

Quote No.	Quote Amount
3001 Red Tip Bed	\$1341.00
3002 Lucaya Pool	\$2983.00
3003 Lucaya Bed	\$1853.00
3004 Lucaya Bed 2	\$1003.00
3005 Wall Entry	\$2384.00
3006 Landstar Entry	\$5329.00
3007 Laguna Beds	\$3656.00
3008 Garden Isle	\$4106.00
3009 Coral Coast	\$794.00
3010 C.C Island	\$343.00
<b>Total</b>	<b><u>\$23,792.00</u></b>

**NOTE:** Grasshoppers Representatives are to meet with Sheila Claudio and Anne Smith regarding possible adjustments to some of the plant material. Management will arrange said meeting.

- **Front Yard Landscape Refurbish**

- Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the following front yard landscape refurbishment. These refurbishments will begin in June.

Address	Cost	Quote No.
14516 Laguna Beach Circle	\$ 379.00	3244 14516LB
14572 Laguna Beach Circle	\$ 382.00	3245 14572 LB
14618 Laguna Beach Circle	\$ 394.00	3246 14618 LB
14840 Laguna Beach Circle	\$ 408.00	3247 14840 LB
14784 Laguna Beach Circle	\$ 389.00	3248 14784 LB
<b>Total</b>	<b><u>\$ 1,952.00</u></b>	

- **Rules & Regulations**

- The Board did not get a chance to discuss this topic. Management reached out to attorney Patrick Willis for follow up.

- **Asphalt Repairs**

- The Board approved via email to run a camera down the length of the section from storm inlet to storm inlet to the left of 1176 Lucaya Circle. The quote is \$795.00.

- **Lizzette Backup**

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- Management will coordinate with Lizzette to create backup keys for the golf cart, garage and all items management will need access to.

**NEW BUSINESS**

- **Railing Repairs**
  - Management will prepare a second quote to present to the Board at the next meeting.
- **Gross Violation**
  - The Board did not get a chance to discuss this topic. It will be discuss at the next meeting. (Coral Coast)
- **Code Enforcement**
  - Management has reported several large-scale violations, i.e. unapproved and unpermitted patio enclosures, to Orange County Code Enforcement.

**NEXT MEETING**

The next meeting will be held on August 5<sup>th</sup> at 6:30 pm at Pool #3.

**ADJOURNMENT**

There being no further business to discuss, motion was made by Dave Solomon and seconded by Sheila Claudio to adjourn the meeting at 7:50 PM. Motion carried unanimously.

Respectfully submitted by:

Anne M. Smith, LCAM

Pinnacle Property Management, LLC

On Behalf of the Secretary of Island Cove Villas at Meadow Woods Homeowners Association, Inc.