

FINAL
Island Cove Villas at Meadow Woods Homeowners Association, Inc.
BOARD OF DIRECTORS MEETING
September 7, 2016

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

Board Members in Attendance: Sheila Claudio, Naida Parkhurst, Richard Safra, Dave Solomon and Roy Quispe

Management Staff in Attendance: Anne Smith, LCAM

Meeting was called to order at 6:39 PM. Quorum of the Board was verified. Meeting was properly noticed.

OPEN FORUM

Felicia Velez of 14332 Island Cove Drive addressed the Board regarding the balance on her account.

Michael Adamus of 14568 Laguna Beach Circle requested the Board install a mailbox that is ADA accessible in front of his home at the Association's expense.

Ana Alicea of 14381 Island Cove Drive addressed the Board regarding a broken lock at pool #2, parking concerns, and an empty unit that is rumored to have mold.

Jose Torres of 14708 Laguna Beach Circle stated a root is lifting his walkway and he is concerned about his foundation.

Nick Roman of 14666 Laguna Beach Circle addressed the Board about parking, tree trimming, and individuals leaving furniture and debris in front of his unit.

David Perez of 1169 Lucaya Circle reported two dead palm trees near his home.

Jaime Colon of 14650 Laguna Beach Circle reported a vehicle parked in a handicap spot for three months.

Belinda Rosas of 14392 Island Cove Drive inquired about tree trimming as there is a palm tree hitting her son's bedroom window.

MINUTES

Motion was made by Sheila Claudio and seconded by Naida Parkhurst to approve the May 5, 2016 and June 30, 2016 Board Meeting minutes as written. Motion carried unanimously.

FINANCIALS

Motion was made by Dave Solomon and seconded by Richard Safra to approve the April, May, June, and July financials as presented. Motion carried unanimously.

The 2017 budget was presented but due to time constraints, was not reviewed.

COLLECTIONS

The Legal Status Report from Attorney Patrick Willis' office enclosed was reviewed.

Board Action Request – Collections:

- **ISL2066/14332 Island Cove Drive** – If 9/1 assessment of \$218.00 is received in 7 days, the balance will be \$273.00. The Board agreed to waive an additional \$110.00, leaving a final balance due and payable by the owner of \$163.00. Motion was made by Dave Solomon and seconded by Roy Quispe. Motion carried unanimously.

GROUNDS & MAINTENANCE

The following maintenance issues were identified and addressed:

- New battery wiring kit installed on golf cart.
- Life rope and ring buoys replaced at each pool location.
- Door return mechanism replaced at entrance gate to Pool #2.
- Pump installed back into lift station after wear ring was rebuilt.
- New toilet tank lid installed in men's restroom at Pool #3.
- No Smoking signs installed at each cabana location.
- Flapper and fluid master seal replaced on women's restroom at Pool #3.
- New monument lights installed at entrances.
- Exit/Emergency light and light pole cover replaced at Pool #3.
- GFCI receptacle repaired at Pool #3.
- Turf installed at 14311 Island Cove Drive after plumbing repair.
- Turf installed between 14428 and 14432 Bay Isle Drive after plumbing repair.
- Soil and Jasmine installed in front of 14548 Laguna Beach to avoid erosion.
- Soil and Jasmine installed in front of 14305 Bay Isle Drive to replace of declining sod caused by heavily shaded area.
- Replaced Red Robin Holly with Bottlebrush tree in front of 14380 Island Cove Drive.
- Two (2) Wax Myrtles installed behind 14418 Island Cove Drive to replaced hedges damaged by vehicle.
- Palm tree removed from front of 14419 Bay Isle Drive.
- New door lever installed at Pool #1. Lock rekeyed to existing keys.
- Off-duty Orange County Sheriff's detail commenced in May.
- Various irrigation repairs completed.
- Various roof repairs completed.
- Various plumbing repairs completed.
- Weekly bulk debris pickup has commenced.
- Monthly aquatic maintenance completed.
- Monthly irrigation inspections completed.
- Monthly pest control service completed at pool cabanas.
- Monthly pool service completed.
- Monthly lift station maintenance completed.

ADMINISTRATIVE

The following administrative tasks were completed:

- Contacted Orange County Solid Waste regarding roll cart trash cans for the cabana locations. Was informed that OCSW only services homes, and the cabanas do not fall under

their guidelines. The HOA would need to acquire private garbage service, if interested, for the cabanas.

- Pool permits paid for and received by the Health Department. Permits were posted at each cabana location.
- Lizzette Santiago was reimbursed for fuel for using her personal vehicle while the golf car was being repaired.

PROPOSALS

The following were presented for review:

- **Roof repairs at 1165 Lucaya**
 - Dave Solomon and Richard Safra will review the proposals in depth before making a final decision.
- **Tree trimming**
 - Motion was made by Roy Quispe and seconded by Sheila Claudio to approve Grasshoppers' proposal 3942 in the amount of \$13,700.00 to trim all Oak trees throughout the community and away from the light poles. Motion carried unanimously.
- **Palm trimming**
 - Motion was made by Dave Solomon and seconded by Roy Quispe to approve Grasshoppers' quote 4001 in the amount of \$6,000.00 to trim all of the Palm trees throughout the community. Motion carried unanimously.
- **Mulch for common areas**
 - The Board decided to hold this project at this time.
- **Common area pressure washing**
 - Motion was made by Roy Quispe and seconded by Richard Safra to approve Professional Pressure Cleaning Services' estimate #1099 in the revised amount of \$2,675.00 to clean all of the common area sidewalks throughout the community. Motion carried unanimously.
- **Back patio ceiling repairs**
 - Motion was made by Sheila Claudio and seconded by Naida Parkhurst to approve PCPI's estimate #2137 in an amount not to exceed \$1,000.00. Motion carried unanimously.
- **Sidewalk repairs (North)**
 - Motion was made by Dave Solomon and seconded by Richard Safra to approve Rick Amick's proposal in the amount of \$6,102.05. Motion carried unanimously.
- **Sidewalk repairs (South)**
 - Motion was made by Dave Solomon and seconded by Richard Safra to approve Rick Amick's proposal in the amount of \$2,857.66. Motion carried unanimously.
- **Ladies restroom door replacements (all three pool locations)**
 - Motion was made by Dave Solomon and seconded by Naida Parkhurst to approve Rick Amick's proposal in the amount of \$749.66 to replace the ladies restroom door at Pool #1. Motion carried unanimously.
 - Motion was made by Dave Solomon and seconded by Richard Safra to approve Rick Amick's proposal in the amount of \$994.24 to replace the ladies restroom at Pool #2. Motion carried unanimously.
 - Motion was made by Dave Solomon and seconded by Richard Safra to approve Rick Amick's proposal in the amount of \$954.91 to replace the ladies restroom door at Pool #3. Motion carried unanimously.
 - *Note: Doors appeared to have been "kicked in". Replacement is for metal doors.*
- **Soap dispenser replacements**

- Motion was made by Dave Solomon and seconded by Naida Parkhurst to approve Rick Amick's proposal in the amount of \$1,736.51 to install new metal dispensers at each of the pool locations. Motion carried unanimously.
 - *Note: Plastic dispensers were broken. Replacement is for metal dispensers.*

RATIFICATIONS

Motion was made by Richard Safra and seconded by Dave Solomon to ratify unanimous, written approval of the following items. Motion carried unanimously.

- **Brownie's Septic & Plumbing** – work order in the amount of \$875.00 to clean lift station wet well to remove trash, debris, and grease per County requirements.
- **Best Plumbing & Remodeling** – estimate #46851 in the amount of \$7,996.25 for a leak repair at 14311 Island Cove Drive. *Total invoice came in at \$2,679.48.*
- **Best Plumbing & Remodeling** – estimate #47514 in the amount of \$4,144.00 for a leak repair at 14428, 14432 and 14436 Bay Isle Drive. *Total invoice came in at \$1,975.00.*
- **PCPI Services** – estimate #2128 in the amount of \$62,805.00 to prime and paint the soffits, fascia, gutters, and down spouts.
- **PCPI Services** – estimate #2132 in the amount of \$5,925.00 to clean out the gutters on each building.

NON-COMPLIANCE REPORT

The August Non-Compliance Report was reviewed.

Homeowners must have ARC approval to install a satellite dish. If an owner does not have approval, but has installed a satellite dish, they will be sent a violation notice. Similarly, trash cans cannot be stored in view of the roadway. If trash cans are visible from the street, homeowners will be sent violation notices. If notices for satellite dishes and trash cans go unanswered, homeowners may eventually be sent to the Association's attorney.

OLD BUSINESS

Because of rising concerns regarding street parking, blocking mailboxes and constricting passage for emergency vehicles, as well as some residents monopolizing the few Guest parking spaces within the community, the board is considering a metered system for the spots with restricted/limited use. Management will investigate. Also residents may NOT block fire hydrants or mailboxes.

NEW BUSINESS

Fall Newsletter: The Board approved mailing the draft newsletter.

ARC Position: Dave Solomon resigned from the ARC and Naida Parkhurst was appointed as the new committee member. Currently the Committee is comprised of Ms. Parkhurst and Allison Oliver.

Board Action Requests:

- **14565 Island Cove Drive** – Homeowner has an issue with roots in her plumbing lines. It was explained to the owner that she would be responsible for clearing the line, based on a legal opinion obtained from Attorney Patrick Willis on 3/2/2015. Ms. Ortega disagrees and stated she will take legal action. **Decision:** The Board stands by the legal opinion from Attorney Willis and no further action was approved.

- **14512 Laguna Beach Circle** – Homeowner claims that 7 years ago, the HOA sent someone to make an unknown repair to her property, which required digging around the perimeter of the home. Homeowner says the area was not recovered entirely and now snakes are living in her foundation. Grasshoppers inspected the area and offered to fill the exposed foundation, but the homeowner does not feel this will solve the issue. **Decision:** The Board ultimately decided to have Grasshoppers fill the area.
- **14568 Laguna Beach Circle** – Homeowner is requesting the Association pay for the cost of an individual mailbox, plus installation, near the front of his unit as his existing mailbox cluster is not ADA accessible. The Association received a legal opinion from Patrick Willis, wherein Attorney Willis states Island Cove is not required by the Fair Housing Act (“FHA”) to provide an additional mailbox to the resident at the Association’s cost because the request is considered a *modification* and not a reasonable *accommodation*. The homeowner appealed to the Board. **Decision:** Management will contact the post office to see if the cluster box can be turned around allowing the owner easier access. If that cannot be accomplished, the homeowner will pay for a new mailbox and the Association will pay for installation.
- **14708 Laguna Beach Circle** – Homeowner has lived in Island Cove since 1994. He says a tree planted by the developer is now causing his walkway leading to his front door to raise. The owner is concerned the roots from the tree will also affect his foundation and plumbing in the future. He feels the HOA is responsible and should repair the walkway. Per a legal opinion from Patrick Willis on 3/2/2015, the Association is not responsible for damage to adjoining property caused by tree roots from any trees located on the HOA’s property. **Decision:** The Board stands by the legal opinion from Attorney Willis. The owner can submit an ARC to remove the tree and/or fix the walkway at his expense.

Parking: Richard Safra and Roy Quispe will create a new parking policy for discussion at a future meeting.

NEXT MEETING

The next meeting will be held on October 11, 2016 at 6:30 PM at Pool #3. This will be the 2017 Budget Review Meeting.

ADJOURNMENT

There being no further business to discuss, motion was made by Roy Quispe and seconded by Richard Safra to adjourn the meeting at 8:40 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.