

FINAL

**Island Cove Villas at Meadow Woods Homeowners Association, Inc.  
BOARD OF DIRECTORS MEETING  
November 6, 2014**

**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 and Nicole Langhorst,  
LCAM

Meeting was called to order at 6:40 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**

Lt. Adam Prevatt and Island Cove's new onsite security guard Angel Rivera, both with Vital Security, attended the meeting to discuss the first month of service to the community.

**OPEN FORUM**

The owner of *1259 Lucaya Circle* believes there is an issue with irrigation near his home. He said some areas are very dry and lack sod. Management will have Grasshoppers inspect the area.

The owner of *14880 Laguna Beach Circle* stated his yard was one that received front landscaping renovations, but the project was never completed and no one came back to finish. Management will address with Grasshoppers.

The owner of *14380 Island Cove Drive* reported an issue with the stucco around his front window. Management will send someone to inspect the problem.

Homeowner *Dwane Bucklin* reported some residents are not using trash receptacles and are putting plastic trash bags out to the curb, which are susceptible to animals.

**MINUTES**

Motion was made by Dave Solomon and seconded by Sheila Claudio to approve the August 21, 2014 Board Meeting minutes as written. Motion carried unanimously.

## **FINANCIALS**

Motion was made by Sheila Claudio and seconded by Dave Solomon to approve the August and September financials as prepared. Motion carried unanimously.

## **COLLECTIONS**

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

The Board reviewed a synopsis showing the total debt resolved and the cost of collections via Transworld from January 1, 2014 through October 31, 2014.

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

- The Board held further collection action against *14403 Bay Isle Drive* for 60 days to allow the potential sale of the property to go through.
- The Board denied the waiver of the \$10.00 late fee against *14561 Laguna Beach Circle* as the payment was late and the account continues to carry a balance.
- Motion was made by Dave Solomon and seconded by Sheila Claudio to ratify the Board's decision to deny the 24+ payment plan proposed by *1312 Lucaya Circle*. The Board will, however, consider a 12 or 15 month payment plan. Motion carried unanimously.

## **GROUNDS & MAINTENANCE**

The following maintenance issues were identified and addressed:

- Tank lever on men's restroom toilet at pool #1 replaced.
- Leaking main shut off valve replaced at pool #3 cabana.
- Photocell at South entrance monument replaced.
- Loose soffit repaired at 14464 Bay Isle Drive.
- Received report that South entrance monument lights were not working. Electrician found burnt wire between panel and first junction box. Pulled new wire and replaced two fixtures.
- Coach light re-secured on column at pool #2.
- New sod installed at 14305 and 14309 Bay Isle Drive, and 1259 Lucaya Circle.
- Combo locks installed on all 5 irrigation timers to eliminate tampering.
- Asphalt washout at parking stall of 1231 Barefoot Bay Drive repaired.
- Asphalt washout at corner of Lucaya Circle repaired.
- Roof repairs at 1305 Lucaya Circle completed.
- Two broken emergency exit fixtures replaced at pool #3.
- Flow meter installed at each pool, per Health Department inspection requirements.
- Shepherd pole and hook installed at pools #1 & #2, per Health Department inspection requirements.
- Skimmer baskets, two per pool, replaced per Health Department inspection requirements.
- Life ring buoy with ropes replaced per Health Department inspection requirements.

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- Broken cool decking at pool #1 repaired and painted.
- Parking bumper at 1328 Lucaya Circle replaced.
- Common area sidewalks, plus gutter drains and curbs at entrances pressure washed.
- Asphalt repairs in front of parking bumpers at 1349 Lucaya Circle completed.
- Roof repairs at 1165 Lucaya Circle completed.
- Roof repairs at 14344 Island Cove Drive completed.
- Roof repairs at 14414 Island Cove Drive completed.
- Roof repairs at 1328 Lucaya Circle completed.
- Roof repairs at 14392 Island Cove Drive completed.
- Depression in the asphalt in front of 14898 Laguna Beach Circle repaired.
- All Palms (approx. 250) trimmed.
- Mulch installed at all pool locations as well as North and South entrances.
- Roof repairs at 14557 Laguna Beach Circle completed.
- Vital Security & Investigations commenced on property October 1, 2014.
- Stucco crack in exterior wall below window repaired.
- Parking bumper replaced at 14431 Bay Isle Drive.
- Lift station maintenance performed.
- Various irrigation repairs completed.
- Various plumbing issues inspected and repairs as necessary.

### **RATIFICATIONS**

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

- Rick Amick's proposal in the amount of \$3,300.00 to install eleven (11) speed bumps throughout the community, and paint them yellow.
- Martin Roofing's proposal in an amount not to exceed \$1,000.00 for roof repairs at 14844 Laguna Beach Circle. (*Final amount invoiced was \$818.77*)
- Martin Roofing's proposal in an amount not to exceed \$1,400.00 for roof repairs at 1212 Garden Isle Court. (*Final amount invoiced was \$1,078.06*)
- Grasshoppers' quote 2871 in the amount of \$1,003.50 to install a new irrigation controller and three station modulars near 14883 Laguna Beach Circle.
- Grasshoppers' quote 2798 in the amount of \$650.00 to remove the Palm tree between 14410 and 14414 Island Cove Drive, and relocate it to 1250 Lucaya Circle to replace dead Palm in this location.
- Best Plumbing's estimate 36570 in the amount of \$1,546.80 to repair an underground leak between 14410 and 14414 Island Cove Drive.
- Rick Amick's proposal in the amount of \$127,016.20 to re-surface and re-stripe the North section of Island Cove.
- Rick Amick's proposal in the amount of \$18,876.46 to seal coat and re-stripe the South section of Island Cove.

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- Rick Amick's proposal in the total amount of \$6,364.18 (includes \$2,885.88 approved by Board at August meeting) to excavate and repair underground leaking pipe in front of 1160 Lucaya Circle.
- Martin Roofing's proposal in an amount not to exceed \$1,000.00 for roof repairs at 14430 Island Cove Drive. *(Final amount invoiced was \$862.05)*
- Martin Roofing's proposal in an amount not to exceed \$750.00 for roof repairs at 14443 Bay Isle Drive. *(Final amount invoiced was \$667.00)*
- Martin Roofing's proposal in an amount not to exceed \$850.00 for roof repairs at 14368 Island Cove Drive. *(Final amount invoiced was \$545.50)*
- Martin Roofing's proposal in an amount not to exceed \$1,350.00 for roof repairs at 14365 Bay Isle Drive. *(Final amount invoiced was \$617.00)*

### **PROPOSAL REVIEW**

The following proposals were presented for review:

- **Various repairs at pool #1**
  - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve contractor Rick Amick's proposal in the amount of \$1,200.00. Motion carried unanimously.
- **Plumbing near 14431 Island Cove Drive**
  - *Note: Best Plumbing investigated and found a leaking gate valve that needs to be replaced.*
    - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve Best Plumbing's estimate 37833 in the amount of \$538.00. Motion carried unanimously.
- **Front yard renovations**
  - *14508, 14532, 14536, & 14698 Laguna Beach Circle and 14348 & 14368 Island Cove Drive*
    - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve Grasshoppers' quote 2816 in the amount of \$3,360.00. Motion carried unanimously.
- **Website options**
  - *English-only version or bilingual version available*
    - Motion was made by Dave Solomon and seconded by Sheila Claudio to approve Jamrok Designs' estimate to create a bilingual website. There is a one-time, initial website design and development fee of \$499.99, and a monthly fee of \$79.99, which the Association will pay in full for one year. The Board also asked that the website have an area where homeowners can register their email address. The website and code will belong to Island Cove Villas. Motion carried unanimously.

### **NON-COMPLIANCE REPORT**

October Non-Compliance Report and Final Notice Expirations were reviewed. An Offer for Mediation will be sent to *14300 Bay Isle Drive* for broken blinds as well as *14422 Island*

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*Cove Drive* for trash can and recycle bin storage. The Board agreed to proceed with litigation against *1350 Lucaya Circle* for a raised sidewalk.

**OLD BUSINESS**

There was no old business discussed.

**NEW BUSINESS**

**Towing Company:** Due to new Florida laws, Airport Towing can no longer tow at Island Cove as they are located too far from the property. The Board approved moving forward with Universal Towing & Recovery.

**Speed Bumps:** Eleven new speed bumps were installed throughout the community. The Board will consider 1 or 2 additional speed bumps. Sheila will email Management potential locations.

**NEXT MEETING**

The next meeting will be held on Thursday, February 5, 2015 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 7:35 PM. Motion carried unanimously.

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