

**BURNT STORE LAKES PROPERTY OWNER'S ASSOCIATION  
MINUTES OF BOARD OF DIRECTORS MEETING  
HELD IN THE BURNT STORE LAKES POA CONFERENCE ROOM  
16500 BURNT STORE ROAD, UNIT #102, PUNTA GORDA, FL 33955**

**AUGUST 25, 2016**

**CALL TO ORDER, PROOF OF NOTICE and ROLL CALL**

President Bob Pietrasanta called the meeting to order at 5:05 p.m. and opened with the Pledge of Allegiance. It was noted that the meeting Agenda was posted 7/9/16 online and at the kiosk in the Park. In addition, notification signs were placed at four entrances into Burnt Store Lakes on 8/23/16. Postings met the guidelines as set forth in the By-Laws. Sandy Funk, Secretary, took the roll call: Present were Bob Pietrasanta, President; Bob Lilley, Vice President; Joyce Punt, Treasurer; Karen Bishop, Bob Beahn and Rick Mathis, Directors at Large. Kate Ihrig, Director at Large was absent. A quorum was present.

**Public Input:**

In attendance were Bob Reichert, Rob Hancik, Ron & Annette Kent, Stacey & Kenneth Roberts, Chris Peabody, Gerry & Charlene Laxton, Vic Kapcsos, and Thelma Beahn (taken from the sign in sheet). There were also others present. Bob Pietrasanta asked if anyone would like to speak on a specific Agenda item and when that item is discussed they can address their question at that time. No one asked to speak.

**DISPOSITION OF MINUTES**

Bob Pietrasanta stated that the Minutes of the July 12, 2016 Board Meeting was sent to all Board members electronically. Bob Pietrasanta asked if there were any additions or corrections to the Minutes. There being none, Rick Mathis motioned to approve the July 12, 2016 Minutes with Joyce Punt seconding. ***The motion was unanimously passed with Pietrasanta, Lilley, Punt, Bishop, Beahn, and Mathis voting aye.***

**TREASURER'S REPORT**

Joyce Punt presented the financial report ending July 31, 2016, the tenth month into the fiscal year. She noted the cash position as of July 1, 2016 was \$679,177.59. Cash received was \$9,704.30 and included earned interest in the amount of \$141.31. Disbursements for the month of July were operating expenses in the amount of \$51,048.88 and reserves \$17,421.89. The cash position ending July 31, 2016 was \$620,411.12. Assessment Receivables were \$92,288.82. The balances in the money markets and checking accounts were noted. The operating expenses for July were approximately \$5,662 more than June, and typical for the tenth month into the fiscal year. The breakdown of July's reserve expenses is: \$1500 for drainage, \$13,922 for additional aeration, and \$2,000 for Cape Horn entrance irrigation. The amount of cash received in July was approximately \$9,000 less than June.

The current collection rate for the end of July 2016 was 96.8%. The collection rate ending July 2015 was 95.1%. *(The current collection is based on actual assessment and not 2 or more years in arrears plus interest and filing fees, or those on payment plans.)* There were a total of 69 property owners out of 2066 billed that have not paid their assessment, compared to 80 at the end of last month.

\$100,000 was withdrawn from the Achieva Credit Union and deposited in the Regions Money Market to meet expenses for the next two months.

There being no questions on the financial report Rick Mathis motioned to approve the July 2016 Treasurer's Report and send forward for audit. Karen Bishop seconded the motion. ***The motion was unanimously passed with Pietrasanta, Lilley, Punt, Bishop, Beahn, and Mathis voting aye.***

## **MANAGER'S REPORT – Sandy Funk**

**Drainage** – Bob Reichert reported that the contractor (C & J Construction) will return from vacation the end of this month and begin additional drainage projects pending any rain delays.

**Rio Togas Irrigation** –CCU has completed the boring under Burnt Store Road to supply Rio Togas Park entrance with reclaimed water. The meter remains to be installed.

**Annual Meeting** – All documents have been prepared and ready for submission to the printer with the exception of the budget and budget letter. Mailing of packets is slated for September 6<sup>th</sup>. Several Board members have been meeting with Deanna to go over individual slides for the Power Point presentation.

## **LONG RANGE PLANNING (LRP) – Karen Bishop**

Karen reported that the contract has been signed to install the landscaping at the Cape Horn entrance with completion expected within the next 2-3 weeks. Vic Kapcsos is in the process of obtaining additional quotes to add a third section onto the park pavilion. One quote has been received to supply electric and meter to the Rio Togas driveway (\$3,275).

## **SAFETY & PREPAREDNESS – Rick Mathis**

Rick has been preparing the CERT trailer in the event we experience the effects of an upcoming storm. The skylight had to be replaced. The generator was tested and working properly. A CERT class is being offered by Charlotte County starting September 10<sup>th</sup>, 17<sup>th</sup>, and 24<sup>th</sup> at no cost (see Rick for sign up details). He also trimmed several trees in the Park in anticipation of the storm.

## **MECHANICAL & MAINTENANCE – Bob Beahn**

Bob Beahn reported that since the last meeting, the kayak/canoe launch and entranceway on Rio Togas has been cut three times, and the berm along Burnt Store Road cut twice. He cut the grass area behind the green storage shed. The grass areas along the Rio Togas new sidewalk at the park driveway entrance cannot be cut until the contractor has finished. Bob reported that the lawnmower donation he planned on making is not feasible. There are too many costly repairs needed to get it in working condition. We can however, use his other mower to address the areas mentioned.

Karen inquired about the contact made with A&L Landscaping regarding trimming of the Washingtonians. Bob reported that after discussions with A&L, they will be trimming all the Washingtonians on their normal schedule in October (including those that are very tall). A&L requested additional monies for trimming the tall palms. This was denied since the cost of all the Washingtonian trimming, including the tall palms, is part of the 3-year contract.

It was noted that the County contract for completion of the three sidewalk installations must be completed by August 31, 2016.

Vic Kapcsos publicly thanked Chris Peabody who has been volunteering to cut the multi-use path with his own equipment since its installation.

## **LAKES WATER QUALITY – Bob Lilley**

Bob Lilley noted that the lakes are in great condition. He is still waiting for a second FGCU report from Dr. Serge Thomas regarding his findings. It appears that we do not have the sediment build up in the lakes as once suspected. This information will have an effect on how we continue to handle the midge population and the cost thereof. If the findings prove true, larvacide treatment of the lakes can be cut to within 20 feet of the shoreline (where a different species of the midge fly breeds). The money saved would then be applied to

treatment of the swales/ditches and fingers that are constantly wet and creates a breeding ground for the midge fly. Bob will report back to the Board when the final report from FGCU is received and then possibly make a change in the program this coming year for midge fly treatment.

Bob Reichert noted that many homeowners are overwatering their lawns. The excess water drains into the swales/ditches/fingers creating a situation where they are constantly wet. These conditions created an ideal habitat for midge fly breeding. An article in our Newspaper addressing this may be written.

Bob Lilley also reported that two aeration units (one on Heron and one on Osprey) were repaired by our lake contractor at no charge. Eventually he hopes to have aeration units in all the lakes. Currently there are units in 7 of the 11 lakes.

### **COMMUNICATIONS – Kate Ihrig**

In Kate Ihrig's absence, Joyce Punt reported there were three (3) CIN messages sent out since the last Board meeting on July 12<sup>th</sup>. These were (1) notice about the Annual Meeting, Nominating Committee and 4 open Board positions; (2) Precautionary Boil Water notice; and (3) Rescinding of the Boil Water Notice.

### **BEAUTIFICATION & ENHANCEMENT – Kate Ihrig**

Joyce also reported in Kate's absence that the bromeliad donation from Jean & Gary Disher was accepted and the plants installed in the Park. Chairperson, Mary Jane Kamper held a meeting on 7/27 to discuss their budget. Vic Kapcsos held a meeting on 7/29 to develop a unified landscape plan for the Cape Horn entrance. Rick reported that the 'center wells' of the bromeliads hold water and there is a potential for mosquito breeding. Bob Lilley stated he can obtain some pellets to place inside the wells to kill any mosquito larvae. Karen noted that Vic is also obtaining quotes from the front entrance landscaper for plantings at the Rio Togas driveway entrance.

### **COMMUNITY STANDARDS – All**

Bob Pietrasanta noted that the report has less entries which is a good indication of deed restriction compliance. He requested that another Board member take a look at the trash cans at 84205. They tried to conceal by planting hibiscus trees (not bushes). These trees will not screen the cans. A lengthy discussion centered on situation at 85803 (overgrown hedges), and has been deferred to the September meeting. It was decided to bring 86905 before the Fining Committee (driveway and roof need to be power washed). The violations at 87503 have been discussed by telephone with the owner (investor). The property is under an agreement of sale scheduled for October. Meanwhile he will maintain the lawn, etc., in a timelier manner. The dumpster at 83202 has been sitting there for months. Office staff will follow up with a telephone call. Discussion ensued on various other items on the report.

### **ARCHITECTURAL REVIEW (ARC) – Joyce Punt**

Joyce reported there are 8 projects seeking approval this month. After going through the list and answering questions, Joyce Punt motioned to approve a new home construction at 89202 by Arnold Roberts Signature Homes; new home construction at 93012 by Sage Homes; new home construction at 98302 & 03 by Rock Hard Homes; new home construction at 84704 by Paul Homes; three (3) exterior color changes at 89604, 93103, and 85202; and a fire pit and walkway installation at 93508. Bob Lilley seconded the motion. ***The motion was unanimously passed with Pietrasanta, Lilley, Punt, Bishop, Behn, and Mathis voting aye.***

The Fence Enclosure Shield at 94315 was rejected by ARC. It was planned to run a solid 6-foot fence along the property line (30 feet). Seven (7) projects are seeking final inspection prior to closing out the files: Four (4) new home completions at 96306, 90009, 92118 and 84007; one (1) enclosure shield at 98402; and two (2) pools at 98402 and 87602. There are currently 11 new homes current under construction, and 11 projects still under ARC review. Karen noted the terrible construction site on Yosemite by Case Del Sol. Bob Lilley also mentioned the site conditions at the home construction on Watchtower by SC Custom Homes. Office staff has

been in contact with both builders to clean up the job sites. Discussion ensued on whether or not to raise the \$500 clean site deposit. Bob Reichert noted that a policy should be developed to address the slope behind those houses where there is a lake. In addition, he pointed out that in speaking with one of the County inspectors, some Associations have a policy that determines where the footprint of the house is placed in relation to the overhangs and cement A/C pads, i.e., not allowing them to go behind the 7-1/2 foot side setback. Also discussed is the County requirement that a fence be installed 'inside' the pool cage if the stem wall is above a certain height. Some people build a planter wall on the outside of the pool stem wall in lieu of the inside fencing. However, penetration into the 10-foot county easement with a permanent structure must be considered.

Joyce reported on the 6-foot privacy fence on the property line by the owner of the house adjacent to the new home finished by Fero Construction that is not in compliance with our policy. A letter was written to them requesting removal or moving it back 36 inches with a maximum of 4 feet in height and landscape on the outside of the 4-foot fence. Also, Joyce stated that they would request the owners of the new house to place an enclosure shield around the A/C unit and pool equipment. A response was received along with an application and drawings (which was not previously submitted). They are contesting the request stating that they want approval in order to block the excessive noise emanating from the A/C unit and pool equipment. After further discussion, it was decided to have Bob Pietrasanta, Bob Lilley, and Joyce Punt meet with the parties involved to resolve the issue.

Bob Beahn suggested that unusual house color (blue) painted on the new home on Nogales should be discussed with the neighboring homeowners to seek their input/approval. It was noted that the color submitted and approved was not what was painted on the house. Other options were presented to the owners. Joyce noted that ARC met to discuss and since the painting was completed felt that after the trim was done and landscaping completed, it would look very nice. It was noted there are other homes in the Lakes painted blue. After further discussion, any unauthorized change must be brought before the ARC and approved before the Board.

## **COUNTY RELATED ITEMS**

**SCCC** – The South Charlotte County Coalition (SCCC) will not be meeting until September.

**MSBU** – The next meeting is scheduled for October 4<sup>th</sup>.

## **MISCELLANEOUS ITEMS**

- **Adopt An Area** – Karen Bishop read a proposed draft of "Adopt An Area" (Policy #23), that her committee developed. The purpose of the policy is to establish guidelines for property owners to volunteer to improve the aesthetics of Burnt Store Lakes. She gave examples of areas that could be included by volunteers that should be written in the policy. Discussion resulted in that the policy should elaborate on the responsibilities of the coordinator or liaison along with other suggested items, etc. The Board decided to review and submit their suggestions to Karen prior to the next Board meeting.
- **Adopt Slate of Candidates** – Joyce Punt, Chair of the Nominating Committee stated that the committee was appointed by the Board at the June 14<sup>th</sup> meeting. The committee members are: Joyce Punt, Kathy Hansen, Fred Boland, Bill Lewis and Stan Hochstadt. Joyce stated there are four positions open for the 2016 election. There is one incumbent, Rick Mathis who chooses to run for a second 2-year term. Three property owners submitted their bio and interest in running for the Board. They are Rob Hancik, Gerry Laxton, and Bob Reichert. Since no one else has come forward and there are four candidates for the four open positions, the Nominating Committee did not solicit any other candidates. A CIN message was also sent out which did not result in any interest from other property owners. At the recommendation of the Nominating Committee, Joyce motioned to approve a slate of four candidates for the 2016 election as follows: Rob Hancik, Gerry Laxton, Rick Mathis, and Bob Reichert. Bob Lilley

seconded the motion. ***The motion was unanimously passed with Pietrasanta, Lilley, Punt, Bishop, Beahn and Mathis voting aye.***

- Adopt 2016-2017 Budget for Voting at the Annual Meeting – Bob Pietrasanta made some opening remarks regarding the August 10, 2016 budget meeting where it was suggested to raise the assessment by \$50.00. Lengthy discussion ensued regarding the pros and cons of funding a proposed maintenance building as well as pursuing outside funding, i.e., bank loan. Vic Kapcsos remarked on the maintenance shed funding, and expressed his views on funding the budget properly. Rob Hancik clarified the intent of CPI to increase the assessment to keep up with inflation, but does not preclude a higher increase to fund the budget. He also stated we should be funding the labor for projects that are now done by volunteers due to liability issues. Ron Kent offered the same comments on how the 8/10 suggested increase was handled.

A previously reviewed proposed budget in July, calling for an annual assessment of \$356.00, was revised at the August 10<sup>th</sup> budget meeting to \$374.00 by adding in \$50 and again reviewing each line item and making adjustments. An alternative budget was presented calling for a \$345.00 assessment. This reverted back to the \$356.00 budget and taking out the maintenance building which would result in only a \$21 increase. It was suggested that if we proceed with the pavilion this year, we could postpone replacing the maintenance shed until 2017-2018 budget. Discussion continued on various other line items.

At 7:50 p.m., Joyce Punt motioned with Bob Lilley seconded to suspend the meeting and reconvene on Sunday, August 28, 2016 at 2:00 p.m. to discuss the 2016-2017 budget. Proper notice of the meeting will be posted in accordance with the By-Laws. ***The motion was unanimously passed with Pietrasanta, Lilley, Punt, Bishop, Beahn and Mathis voting aye.***

**NEW BUSINESS** - None

**ADJOURNMENT** – Meeting suspended as motioned above.

**OPEN FORUM** – No comments.

Respectfully submitted,

Sandra J. Funk, Secretary  
To the Board of Directors  
Community Association Manager

This meeting of the Board of Directors is scheduled to reconvene at **2:00 p.m.** on **Sunday, August 28, 2016**, in the BSLPOA Conference Room located at 16500 Burnt Store Road, Unit #102, Punta Gorda, FL 33955 (Turtle Crossing)

August 30, 2016