

**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**

May 10, 2016

CALL TO ORDER, PROOF OF NOTICE and ROLL CALL

President Bob Pietrasanta called the meeting to order at 5:00 p.m. and opened with the Pledge of Allegiance. It was noted that the Meeting Agenda was posted 5/4/16 online and at the kiosk in the Park. In addition, notification signs were placed at four entrances into Burnt Store Lakes on 5/5/16. 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; Karen Bishop, Kate Ihrig and Rick Mathis, Directors at Large. Joyce Punt, Treasurer, and Bob Beahn Director at Large were absent. A quorum was present.

Public Input:

In attendance were Bill Giandonato, Vic Kapcsos, Ed Morris, Chris Peabody, Bill Lewis, Vicky Clawson, Dave Evans, Gerry & Charlene Laxton, and Paula Short. 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 on any Agenda items.

DISPOSITION OF MINUTES

Bob Pietrasanta stated that the Minutes of the April 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, Kate Ihrig motioned to approve the April 12, 2016 Minutes with Rick Mathis seconding. ***The motion was unanimously passed with Pietrasanta, Lilley, Bishop, Mathis and Ihrig voting aye.***

TREASURER'S REPORT

In Joyce's absence, Bob Pietrasanta presented the financial report ending April 30, 2016, the seventh month into the fiscal year. He noted the cash position as of April 1, 2016 was \$774,804.73. Cash received was \$12,631.17 and included earned interest in the amount of \$162.71. Disbursements for the month of April were operating expenses in the amount of \$44,774.32 and reserve expenses \$3,162.94. The cash position ending April 30, 2016 was \$739,498.64. Assessment Receivables were \$111,812.41. The balances in the money markets and checking accounts were noted. The operating expenses for April were approximately \$6,736 less than March, and typical for the seventh month into the fiscal year. The reserve expenditures were \$13,969.53 less than April. The reserve expenditure was for the second installment due Florida Gulf Coast University for the Lake Study. The amount of cash received in April was approximately \$18,950 less than March, which is attributable to decrease in assessment receipts. Accounts receivable ending April 30, 2016 was down \$9,301.37 from March.

The current collection rate for the end of April 2016 was 94.8%. The collection rate ending April 2015 was not calculated. The collection rate 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 107 property owners out of 2066 billed that have not paid their assessment, compared to 137 at the end of March 2016. Office staff is continuing efforts to collect past due assessments. We have been unsuccessful in collecting funds from the owner of 87610, Cabernet I, LLC. A demand letter was sent by Pavese Law Firm which did not result in collection; therefore, foreclosure proceedings may be initiated. Discussion ensued on the procedures required to foreclose on properties. The Board agreed to pursue foreclosing on 87610. The property owner has until the date of foreclosure sale (5/26/16) to pay monies owed (\$6,043.22).

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

MANAGER'S REPORT – Sandy Funk

Drainage – The Ayson swale work has been completed. It was seeded with property owner volunteering to water the seed. Work on the Muscat swale is on hold pending decision on the Sugar and Spice swale.

Cape Horn Entrance – i2 Visual was contacted regarding raising the entrance sign by 2 feet. Cost and artist renderings were provided. However, review and decision will be postponed until the land where the sign is located can be resolved. It is currently under lease agreement until 12/2020, and owned by Patten Company. It is desired to have the land deeded to the Association or long extension lease in place. Patten is being contacted.

New Sidewalks – Construction of the Rio Togas sidewalk is finished, including Tyler Wilson's driveway. Construction of the Vincent sidewalks began from Boca Vista and working toward Burnt Store Road. Kate questioned the curbing placed where sidewalk meets intersections. It can create a safety situation. County requirements may have changed.

Reclaimed Water to Rio Togas Lot 12 – The Easement Agreement for Pirate Harbor access from San Edmundo greenbelt area to supply a water line has been signed by all parties, as well as the Reclaimed Water Agreement for Rio Togas irrigation of Park driveway landscape buffer. CCU will notify us when installation will begin. CCU plans on doing the work "in house".

Park Road – Another SWFWMD letter was received on 5/9/16 requesting an inspection report. It has been turned over to Banks Engineering for response.

Foreclosure Sale – Lot 87610 – Further details were discussed as mentioned under the Treasurer's Report above.

Nominating Committee – Five (5) members of the community have agreed to serve on the Nominating Committee (Bill Lewis, Joyce Punt, Kathy Hansen, Fred Boland, and Stan Hochstadt). Appointment of these five volunteers will be on the June 14th meeting Agenda. A motion was made by Rick Mathis and seconded by Kate Ihrig to hold the Annual Meeting on Saturday, October 15, 2016 at 9:30 a.m. at the Burnt Store Presbyterian Church. ***The motion was unanimously passed with Pietrasanta, Lilley, Bishop, Mathis and Ihrig voting aye.***

Budget 2016-2017 – Office staff requested all committees to start preparing their budgets and submitting them for inclusion in the new 2016-2017 budget. Once compiled and a preliminary budget is prepared, meetings will be scheduled to discuss the various line items.

LONG RANGE PLANNING (LRP) – Karen Bishop

Karen reported the Park driveway is completed; however, sodding the sides of the driveway swales and landscaping the buffer zone remains to be done. In anticipation of rain beginning in June, we can do the work required to finish the project. It is hoped that we can sod 3 feet on either side in order to save cost (\$3,000 vs \$10,800 to sod all of the dirt). Option will be discussed with Banks Engineering. Jack Vogel, a Committee member, is working with FPL to provide electric for the electric gate planned for the Rio Togas end of the driveway, as well as the gray water irrigation pump at Rio Togas.

It is planned to build a pavilion extension in the next fiscal year. Vic Kapcsos has obtained some bids and is preparing the necessary paperwork to go forward when funds are available. Karen stated that we must provide some budget costs for maintenance of the Park and other areas of the community, i.e., multi-use path,

etc. Volunteers have been working on clean up, but costs to haul away yard waste needs to be budgeted in addition to other maintenance items.

Bob Beahn reported to the office that finishing touches are still being done on the multi-use path sign planned for the entrance at Cape Horn. It is anticipated that the sign will be erected the beginning of July.

SAFETY & PREPAREDNESS – Rick Mathis

Rick Mathis reported that a Neighborhood Watch meeting was held on April 28th where they discussed NIXLE and a new social media called Next Door. The Next Door subject was discussed at length. The Association does advocate using social media. Karen suggested an article be published in the Heron Herald explaining what “Next Door” is. CCSO suggests using NIXLE for police/crime information. After several reports regarding unauthorized persons fishing in the Lakes, Rick followed up with CCSO regarding our “No Trespass” letters on file. They could not be found. Apparently there are new forms required which a CCSO Deputy brought to the office and completed with appropriate signature obtained. Rick will be placing an order for a second AED for use in the CERT trailer (budgeted in 2016-2017). The Neighborhood Watch requested we purchase a flag with insignia for use at their events. It has been ordered and should be received before the end of May.

MECHANICAL & MAINTENANCE – Bob Beahn

Bob Pietrasanta stated that our current landscaping contractor (A&L) has not been trimming the Washingtonian palms on the schedule established in the contract, or hand weeding the roundabouts and Vincent entrance. Mulch is needed at Vincent and the roundabouts as well. Someone also needs to inspect the San Edmundo greenbelt landscaping also under A&L’s contract. Bob asked that a letter be sent asking A&L to complete these items by June 1st or we will obtain others to do the work and withdraw the cost from his monthly invoice. Rick has been fertilizing the queen palms on the other side of the Park which is also in his contract. Sandy reported that the sign lighting at the Vincent entrance is not working. Bob Pietrasanta will check into this problem. Rick reported that he has been cleaning various “Lake Signage” throughout the subdivision.

LAKES WATER QUALITY – Bob Lilley

Bob Lilley reported we have a new lake contractor, Superior Waterways that started on May 1st under a new contract. We will be working with them closely over the next few months to get them acclimated to what we expect. Dave Evans, a resident, will be accompanying Bob as well to learn more about the Lakes so he can assist in the future. Bob stated that Superior has excellent aeration knowledge. Along with Bob, they will be formulating a plan for additional aeration to aid in controlling the midge fly larvae. Preliminary FGCU study indicates we are having good results in reaching the ‘hard’ bottom layer in the lakes; however, there are areas such as the ‘fingers’ that are soft and provide breeding grounds for the midges. Bob wants to concentrate on the worse lake (Heron) by adding an additional aeration unit off Watchtower in a greenbelt area. Providing an electrical source is being investigated now. Due to lack of funds in the 2015-2016 budget, Bob plans on a two phase/year plan to complete this additional aerator system. Bob feels that if additional aeration is successful, we can back off on the chemicals now being used (cost savings).

COMMUNICATIONS – Kate Ihrig

Kate Ihrig reported there were two (2) CIN messages sent out since the last Board meeting—regarding availability of 2016 Directory, and one about illegal fishing.

BEAUTIFICATION & ENHANCEMENT – Kate Ihrig

Kate stated that the Committee met and a plan is in place for the entrance to the community—including researching which plantings, grass, mulch, etc., is best suited. Once the irrigation is revamped, the project can move forward. At this time the plan is to mulch the center between the palms with plantings at either end with grass around the perimeter. Suggested low maintenance plantings are variegated Arbor cola and dwarf Ixora. Annuals could be planted for additional color. Once the irrigation is completed, the Board will be asked to

approve funds to obtain the plantings. They will be installed by a licensed/insured contractor for safety and County regulations.

COMMUNITY STANDARDS – All

Bob Pietrasanta reported that the report is longer than usual since the entire community was reviewed. He also stated there are a few that should go before the Fining Committee. He outlined a new system for reviewing the community, in that it has been divided into seven (7) sections—with each director assigned one of the sections. Each Director may also take another property owner with them which makes it easier and quicker to complete. It is anticipated that a segment can be completed in as little as 45 minutes. This will increase the familiarity of each Director's section. It may also provide individual contact with non-compliance owners to avoid having to send a letter. It is also necessary to be explicit when describing a non-compliance, and in some case a picture would be desirable.

ARCHITECTURAL REVIEW (ARC) – Joyce Punt

In Joyce's absence, Bob Pietrasanta reported there are three (3) projects seeking approval as recommended by ARC. Kate Ihrig motioned to approve repainting exterior and trim at 24392 Cabana (95501), and 17269 Comingo (91823), and a new pool construction at 24487 Sol Court (87602) by Flamingo Pools. Rick Mathis seconded the motion. ***The motion was unanimously passed with Pietrasanta, Lilley, Bishop, Mathis and Ihrig voting aye.***

There are four (4) projects seeking final ARC inspection prior to closing out the file. Joyce will conduct these inspections. The house at 17189 Anthem Lane (90105) has received a Certificate of Occupancy. Bob Lilley will look at the drainage swales. There are currently 16 new homes under construction, two pools, and one lanai cage. We are awaiting approximately 13 new home plans for submission.

The lack of an irrigation system in accordance with the deed restrictions at a recently completed house on Acapulco was discussed. Letters and emails were sent to the builder to no avail. This builder has another house under construction on Cayo Lane. A draft letter from Pavese Law Firm to the builder was brought before the Board for approval which was granted. Any other properties without an adequate irrigation system will also be notified.

COUNTY RELATED ITEMS

MSBU –The MSBU Advisory Board did not meet this month.

SCCC – The South Charlotte County Coalition (SCCC) met on April 28th. The speaker was Chris Evans, local restaurateur and developer. He addressed his group's alternative to the planned Justice Center expansion. He stated that the County Commissioners were aware that had it been a part of the 1% sales tax referendum, the vote would have been doomed to failure. However, the Commissioners continue to work toward an addition to the Justice Center. He also stated that the consulting firm hired to study the need for additional space in the Center could possibly have a conflict of interest since this firm would serve in a general contracting capacity during construction. Mr. Evans suggested that the Commissioners were looking at forming a county-wide MSBU to fund the \$38 million project, which would allow them to levy a non ad valorem tax on all county residents, which would circumvent the need for a referendum and avoid the criticism of a millage increase. Once the Commissioners approve the tax, they would then borrow the \$38 million tacking on an additional \$18 million in interest charges onto the total costs of the project. Mr. Evans questioned the need for the addition since there appears to be unused space in the existing facility. Mr. Evans proposed an alternative in that his group could construct a 10,000 sq.ft. office facility across Marion from the Justice Center with plans to add an additional 20,000 sq.ft. building and create an office park setting adjacent to the smaller building—complete with underground parking and retail space. The County could then either lease, or purchase the space for their civil services that do not require a high level of security. The Justice Center expansion construction costs are roughly \$500/sq.ft., whereas his group's are projected to be \$150/sq.ft. Over a 5 year period, this would save the County taxpayers \$48 million on the smaller building and \$36 million on

the larger building. The County could lease/purchase 30,000 sq.ft. of office space for \$18 million as opposed to \$54 million to expand the Justice Center and end up with the same number of addition square feet. The proposed office park would be named the Don Donaldson Center to honor Mr. Evan's grandfather, the original developer of Fisherman's Village and Emerald Pointe.

MISCELLANEOUS ITEMS – None

NEW BUSINESS

Adopt an Area – As a follow up to last month's Board meeting, Karen Bishop asked if there were any suggestions, changes, additions, etc. to the Adopt an Area protocol. Basically, the members of the Adopt an Area Committee actually claim an area in the Lakes and volunteer to improve the aesthetics for our community, and will serve at the pleasure of the Board. Several bullet points provide guidelines for the volunteers. Karen stated there are several people within the community who are willing to volunteer and now there is a need to establish a policy for the Committee. The Board felt there should be more control of what areas are to be adopted, i.e., overlapping an area that is under contract. Reimbursement of expenses needs to be further defined. A lengthy discussion ensued resulting in establishing a formal policy including the necessity for having a Chairperson for the "Adopt an Area Committee". Karen will form a group to review and write a policy and present it to the Board for approval.

Road Resurfacing - Bob Lilley expressed concern regarding resurfacing our roads and suggested the MSBU should be putting money aside now for this purpose. He noted that with all the new construction and heavy truck traffic, the roads are starting to deteriorate. The County has a schedule for resurfacing which is around 2022; however, the MSBU cannot "save" for resurfacing too far in advance. Bob Pietrasanta will put this discussion on the June 21st MSBU meeting agenda.

ADJOURNMENT

Kate Ihrig motioned with Bob Lilley seconding to adjourn the meeting at 7:05 p.m. ***The motion was unanimously passed with Pietrasanta, Lilley, Bishop, Mathis and Ihrig voting aye.***

OPEN FORUM

Vic Kapcsos objected to a property owner paying for rental of a shredder out of his own pocket. It was agreed that the Association will pay for this rental to clean up brush in the Park. Bill Giandonato inquired about an enclosure shield that is not attached to the house. This will be looked into for compliance. Chris Peabody has been mowing along the multi-use path and was thanked. Vic stated that he was approached by Marty Leeper to have the Board include the cost of the last 100 feet of Hog Creek clean up funded in the next budget.

Open Forum concluded at 7:20 p.m.

Respectfully submitted,

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

The next meeting of the Board of Directors is scheduled for **5:00 p.m.** on **Tuesday, June 14, 2016** in the BSLPOA Conference Room located at 16500 Burnt Store Road, Unit #102, Punta Gorda, FL 33955 (Turtle Crossing)

May 14, 2016