

**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**

APRIL 11, 2017

CALL TO ORDER, PROOF OF NOTICE and ROLL CALL

President Rob Hancik called the meeting to order at 3:00 PM and opened with the Pledge of Allegiance. It was noted that the meeting Agenda was posted 4/7/17 online and at the kiosk in the Park. In addition, notification signs were placed at four entrances into the Burnt Store Lakes on 4/7/17. Postings met the guidelines as set forth in the By-Laws. Sandy Funk, Secretary, took the roll call: Present were Rob Hancik, President; Karen Bishop, Vice President; Bob Reichert, Treasurer; Bob Lilley, Rick Mathis, Gerry Laxton and Joyce Punt, Directors at Large. A quorum was present.

PUBLIC INPUT:

There were 8 property owners in attendance – Vic Kapcsos, Charlene Laxton, Chris Peabody, Bill Lewis, Vickey Clawson, Paula Short, Bill Giandonato and Ed Morris. Rob Hancik 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. Vic Kapcsos asked to speak on #8, Long Range Planning.

DISPOSITION OF MINUTES

Rob Hancik stated that the Minutes of the March 14, 2017 Board Meeting was sent to all Board members electronically. Rob asked if there were any additions or corrections to the Minutes. There being no corrections or additions, Bob Reichert motioned to approve the March 14, 2017 Minutes with Rick Mathis seconding. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

TREASURER'S REPORT

Bob Reichert noted that the operating expenses for March 2017 were approximately \$10,800 more than February. The expenses were normal for the sixth month into the fiscal year except for the purchase of sod for drainage swales. The reserve expenditures totaling \$15,604 was \$10,500 for mangrove trimming, \$4,579 for the purchase of two BBQ grills, and \$500 to Banks Engineering for a drainage swale survey.

The amount of cash received in March was approximately \$9,731 more than February due to an increase in assessment collections. Accounts receivable ending March 31, 2017 was \$30,239 less than February.

The current collection rate for the end of March 2017 is 92.4%, compared to 93.4% ending March 2016. (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 is a total of 157 property owners out of 2066 billed that have not paid their assessment for 2016-2017. The lien filing list is being prepared since we have met the required 45-day period since the second past due notice was mailed (certified). There being no questions on the financial report, Rick Mathis motioned to approve the March 2017 Treasurer's Report and send forward for audit. Karen Bishop

seconded the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

OLD BUSINESS

MANAGER'S REPORT – Sandy Funk

Sale of Lot #87901: The Dematos property at 16288 Cape Horn Blvd. that the Association foreclosed upon, has been sold for \$11,000, which paid for the back Assessments (\$1,823.79), what the Association paid for the lot (\$1,847.08), Legal Expenses (\$4,470.00) and Legal Filing Costs (\$730.34). The buyer has agreed to pay all closing expenses.

Tax Sale:

The property at 84308 on Limegrove Court owned by Michael Hoadley is scheduled for tax sale on June 13th. The taxes owed are \$2,178; assessments owed are \$834.34. Joyce Punt motioned for the Association to bid \$25,000 on the lot at Tax Sale and Bob Lilley seconded the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

Office Email:

The office email address book has been compromised. A CIN message was sent on 4/10/17 advising property owners to delete the suspicious emails coming from office@bslpoa.org. The password for this account was changed. A computer technician was notified of the problem and will be coming to the office to check for any other computer related issues.

LONG RANGE PLANNING (LRP) – Karen Bishop

Karen reported that a meeting was held on April 7th. The first item discussed was the landing around the swing set. The Manufacturer of the swing set recommends a 42' x 40' landing area. LRP is asking that a 32' x 40' area be used, as the body of the swing set is only 22' long. The Board approved the location of the swing set two months ago. LRP is asking the Board to reconsider the decision to use rubber mulch and recommend using playground safe wood mulch with a 4" x 6" treated lumber curb. A discussion ensued regarding a report written about possible carcinogens in the rubber mulch. It was noted that this report doesn't reference the rubber mulch that we currently use in the park. Rob Hancik asked the Board if they wanted to bring this issue up for another vote and it was decided to stay with what was approved last month.

Karen reported that the Charlotte County Building Department rejected our request for a building permit for the park pavilion, listing seven items that require further definition. All seven items have been addressed and were delivered to the Building Department on March 30, 2017. We are awaiting the results.

Karen suggested that the Board and the LRP Committee plan to do a site visit to determine the location for a new storage facility. There are three proposed spots. The site visit date was further discussed and planned for the last week in April.

Ed Rackeweg is reportedly having trouble getting a permit from the County for irrigating the Park Entrance. Landscaping cannot be put in until the irrigation system gets installed. Sandy will reach out to Ed Rackeweg and get an updated status.

Karen stated that the observation deck in the park was in the budget this year, but this line item is being removed and carried over to the 2017-2018 budget.

The LRP Committee is recommending the installation of a 3" pipe be put under the Northeast corner of the park pavilion to the proposed paver area for future electric service. The Board suggested that the current plans be changed to include this pipe so that it may be done as part of the construction process.

SAFETY & PREPAREDNESS and PARK STATUS – Rick Mathis

Rick Mathis is requesting that two CIN messages be sent to the residents notifying them that there are two CERT related classes coming up: On April 29th, there will be a Firefighter Rehab class from 8am – 4pm at the Public Safety Building near the airport, and a basic CERT class held in the Community Room at BSL on June 13th thru June 15th. Attendees must commit to take the basic CERT class if they are taking the Firefighter Rehab class. Contact Rick Mathis to sign up.

Rick reported that there is a tree currently in the spot where they will install the new swing set, and will be removed next week. Rick noted that Carl Millerschoen will be in the park next week removing some pepper trees.

There is a meeting with the Florida Department of Transportation on the 4/18/17 regarding the relocation of the rest stops, if anyone is interested.

There was a discussion on which gate residents should use to access the park. Residents should use the new road on Rio Togas Road to enter the park. Waste Management is supposed to use the old service road because of the weight of the trucks. Rick will open the gate the evening prior to trash pickup by Waste Management.

MECHANICAL & MAINTENANCE – Gerry Laxton

Gerry reported that a new blower & high pressured water hose was purchased for park use to replace the older ones that were damaged or don't work any longer. He is currently looking for other companies to bid on cutting the swales with an articulated arm mower in hope of getting a better price than Beautiful Boundaries is quoting us. Bob Reichert will review the community map where the swales are to make sure that they all are noted. Joe Tancer will start mowing in BS Lakes on Monday, April 17, 2017.

Gerry stated that he is also looking for a company to remove the pepper trees instead of relying on volunteers to do it. He also took pictures of all tools and equipment that we have along with noting the serial numbers and model numbers to make up a new inventory sheet.

The landscape loader and box blade machine we are renting should be available next week.

The Kayak Launch Committee submitted their recommendations for using numbered stickers on vehicles to designate BS residents when using the kayak launch. Rob Hancik suggested having a workshop to review all the recommendations in depth. Bob Lilley noted that nonresidents may be using the kayak launch and/or fishing in the lakes. He suggested that the property owner **must** accompany all guests when kayaking or fishing.

Scott Pitser suggested that a numbered and date stamped system be implemented to make sure that users of these areas are residents. The Kayak Launch Usage Committee researched the cost per sticker to be \$1.50, and we would need approximately 3000 stickers. The sticker would be put on the rear windshield of the vehicle and designate that person as a property owner in BS Lakes. There was a discussion on who would maintain the registering of the vehicles and giving out the corresponding stickers. Rob Hancik brought up the issue of hiring of an additional office person to possibly help with this project, but it wasn't determined the need is necessary yet. Joyce Punt mentioned that this system is currently used in BS Marina and works well.

Sandy mentioned that a few CIN messages on the vehicle registration and sticker usage would have to be sent out to all property owners before implementation as well as putting an article in the Heron Herald.

Scott Pitser mentioned that the Fish & Wildlife Commission for Charlotte & Lee County will be on the lookout for fish poachers in the upcoming rainy season and BS Lakes is noted on one of their watch locations.

Bob Lilley motioned for the Kayak Committee to purchase the numbered stickers and develop a registration form for Burnt Store Residents with Joyce Punt seconding. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

Rick noted he will work on providing a sign for the entrance of the multiuse path into the Park.

DRAINAGE – Bob Reichert

Bob stated that swale on Belo Court is completed and sodded. Muscat swale was not completed due to the Easter weekend, but will be worked on next week.

LAKES WATER QUALITY – Bob Lilley

Bob reported that fish stocking for the lakes is on hold until the issue with identifying residents from non-residents is completed. He will look at restocking the lakes in the Fall when the water level is higher.

Bob stated that he will notify Eric from Superior Waterway Services to remove the papyrus that is growing in different parts of the lakes.

Bob requested approval to hire Dr. Serge Thomas to complete an FGCU study of the sediment layer in the Lakes, which will cost \$10,326. Bob Lilley made the motion approve the study with Bob Reichert seconding. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

COMMUNICATIONS – Karen Bishop

Karen noted that the deadline for any articles for the June Newspaper is May 11, 2017.

BEAUTIFICATION & ENHANCEMENT – Joyce Punt

Joyce stated that at the last Beautification meeting on March 20th, they discussed the new planting options for the roundabouts. The north side of the front entrance plantings are on hold. The next meeting for enhancing the front entrance is on April 17th, where they will discuss new lighting options.

Joyce reported that the Holiday Decorating Committee is going to reduce the number of lights on the palms at the front entrance from 2 per tree to 1 per tree. Additional lights could be added later. A photo switch is needed instead of a mechanical timer. Joe Schiro will provide an estimate for decorating the street lights and the palm trees at BS Road and Cape Horn. Two estimates were provided for the installation of outlets at the main entrance, and purchase and installation of LED flood lights on 4 of the royal palm trees; one from Solo Electric and one from Bennett Electric. Joyce made the motion to give the bid to Solo Electric, who came in at \$3,400.00. Bob Lilley seconded the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

ARCHITECTURAL REVIEW COMMITTEE (ARC) – Karen Bishop

Karen stated that ARC recommends approval of six (6) projects. Rick Mathis motioned to approve the new home plans at 24036 Peppercorn Road (Sandstar Remodeling), vinyl fence replacement at 23970 Cedar Rapids, garage addition at 24496 Manizales Court, and three exterior paint and trim – one at 24393 Lucas Way, one at 17433 Fuego Lane and one at 16615 Acapulco Road. Bob Reichert seconded the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

Recently a count was done on the number of chain link fences in the community, and it was determined there were 8.

The remaining items on the report were reviewed.

COMMUNITY STANDARDS – Norma Mathis

Bob Reichert stated that he recommends that Tom Lyons contact a licensed irrigation company to install proper irrigation at the Cayo Lane project that is being disputed. A notice will be sent.

The remaining items on the report were reviewed. The Board discussed various situations of non-compliance situations on the report. Lawn watering schedule was discussed.

Sandy stated that she would like the Board to bring Patrick Lyons to the Fining Committee for lack of landscaping at his Cape Horn Blvd. rental property.

COUNTY RELATED ITEMS

SCCC - Rick reported that Steven Deutsche from the County was at the last SCCC meeting and gave updates on the sewer project for River Road and Burnt Store Road. Both projects are funded; however, River Road will be completed first.

MSBU – No meeting this past month.

MISCELLANEOUS ITEMS

Kayak Usage Committee workshop meeting to be scheduled at a later date.

NEW BUSINESS

Bob Lilley reported that one of the grills that was purchased for the Park had to be returned, and a replacement is to be delivered next week.

Bob Lilley made a motion to amend the Park Use Policy and collect a \$100 deposit for cleanup of the new grills and grounds cleanup (except for Pot Luck Sundays, where Rick Mathis will do the cleanup). Rick Mathis or Bob Lilley will inspect the grills and park after each use prior to the return of the deposit. Bob Reichert seconded the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Laxton and Punt voting aye. Rick Mathis abstained.***

The Board is sponsoring the next Pot Luck on May 21st. The May Board meeting will be changed from May 9th to May 23rd at 3:00pm.

To make the office run more efficiently, effective April 24th, office hours will be changed from 9:00am to 5:00pm to 9:00am to 1:00pm. After 1:00pm, the office staff will be seen by appointment only. Sandy will develop an S.O.P. manual for the office. Rick made a motion to change the office hours with Joyce seconding the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Laxton and Punt voting aye.*** Paula Short will run the new office hours in the Heron Herald and a CIN Message will go out to all residents.

ADJOURNMENT

Joyce made a motion to adjourn the meeting at 4:30 pm with Rick seconding the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Laxton and Punt voting aye.***

OPEN FORUM

No comments.

Respectfully submitted,

Deanna Williams, Assistant
To the Board of Directors

The next meeting for the Board of Directors will be held on **May 23, 2017 at 3:00pm** in the BSLPOA Conference Room located at 16500 Burnt Store Road, Unit #102, Punta Gorda, FL 33955 (Turtle Crossing).