

**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**

JUNE 13, 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 6/9/17 online and at the kiosk in the park. In addition, notification signs were placed at the four entrances into Burnt Store Lakes on 6/9/17. 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, 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 – Bill Giandonato, Vic Kapcsos, Chris Peabody, Paula Short, Kate Ihrig, Rich Elders, Marv & Nancy Kelso & Fred Boland. 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. No one spoke up.

DISPOSITION OF MINUTES – Rob Hancik

Rob Hancik stated that the Minutes of the May 23, 2017 Board Meeting were sent to all Board members electronically. Rob asked if there were any additions or corrections to the Minutes. There being no corrections or additions, Rick Mathis motioned to approve the May 23, 2017 Minutes with Joyce Punt seconding. ***The motion was passed with Hancik, Bishop, Lilley, Mathis, Laxton and Punt voting aye. Bob Reichert abstained.***

TREASURER'S REPORT – Bob Reichert

Bob Reichert noted that the current total cash is \$770,848.68. The operating expenses for May 2017 were approximately \$26,455 less than April. The \$66,057 expenses were normal for the eighth month into the fiscal year. Major expenses included payments for 3 months' office rent (\$5,440), May mowing (\$12,196), drainage work (\$18,800), Clarke midge fly spraying (\$10,512), and Lake Maintenance (\$5,275).

The reserve expenditures totaling \$14,707 was \$8,322 for Rio Togas landscaping, \$3,885 for pavilion construction, and \$2,500 for Rio Togas irrigation.

The amount of cash received in May was approximately \$11,747 more than April due to sale of Lot 87901. Accounts receivable ending May 31, 2017 was \$2,615 less than April.

The current collection rate for the end of May 2017 is 95.6%, compared to 94.8% ending May 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 91 property owners out of 2066 billed that have not paid their assessment for 2016-2017. Liens were filed on all past due accounts. Bob Lilley made a motion to approve the May 2017 Treasurer's Report and send it forward for audit, with Rick Mathis seconding. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

Bob Lilley mentioned the fact that the Association has not had an audit in 15 years and that it should be considered. Since it is budgeted every year in the case of an audit being voted for, the Board is recommending one be done. Geoff Lorah will be invited to attend next month's Board meeting to address this.

OLD BUSINESS

MANAGER'S REPORT – Sandy Funk

Tax Sale: The Property owner redeemed his Limegrove Court lot that was scheduled for the June 13th Tax Sale.

2017/2018 Budget Preparation:

Sandy Funk stated that she did not have enough information at this time to hand out a preliminary budget. The mowing and landscaping contracts were sent to prospective bidders. We requested bids to be returned by Friday, June 16th. Olin Insurance was contacted and they do not anticipate any increase for insurance premiums for 2018, provided there are no changes. However, since the replacement cost for the Pavilion is now greater than \$50,000, we must provide a new value to determine if there will be an increase for that item. There will not be an additional premium for the swing set. When the storage building is constructed, the property insurance on that structure will be about \$.95 for every \$100 of replacement cost; therefore, a \$50,000 structure would be \$475 for the annual premium. The existing shed was not covered for property insurance due to its age and condition. A \$200 premium should be added to General Liability for a bocce/volleyball court. We will need a replacement cost figure for the pavilion (all three sections). Sandy will add the other figures for added equipment into the insurance line item.

Suncoast Environmental was contacted for costs for mangrove trimming. The cost will again be \$10,500 (Hog Creek and San Edmundo canal). This is the same as the last 2-3 years. Bob Reichert estimates \$50,000 for lake fingers, \$50,000 to revitalize Hog Creek from Burnt Store Road to Vellum Circle, \$125,000 for swale work, and \$30,000 for sod, totaling \$255,000 (\$164,400 increase over last year's budget). A budget meeting is to be scheduled in the next few weeks, once a preliminary budget has been made.

Deed Restriction/By-Law Revisions:

We will start scheduling meetings to review the By-Law revision first. Weekly meetings are initially suggested to see how the revision process proceeds. They can be reduced to bi-weekly if the review process goes quickly. Meetings will be advertised for membership attendance. After a brief discussion, it was decided to set the first workshop for Friday, June 23, 2017 at 9:00 a.m.

Annual Meeting/Picnic:

The Board discussed a date for this year's Annual Meeting. It was decided to have the Annual Meeting on October 14, 2017 at 9:00 a.m. and to have the picnic catered, with an approximate \$6.00 charge per attendee. Caterer to be determined. Rick Mathis motioned to have this year's Annual meeting on October 14, 2017 with Joyce Punt seconding. ***The motion was passed with Hancik, Bishop, Lilley, Reichert, Mathis, Laxton and Punt voting aye.***

LONG RANGE PLANNING – Karen Bishop

Storage Facility:

A discussion ensued on the location of the proposed storage facility, which was tentatively decided upon at the previous site visit, to be located near the Pavilions. It was suggested to locate the new Country Kitchen for the grills where the metal shed is now, and to have the new storage facility near the back gate into the park. Bob Reichert made the motion to have the storage facility at this (third) location with Joyce Punt seconding. ***The motion was passed with Hancik, Lilley, Reichert, Mathis, Laxton and Punt voting aye. Bishop opposed.***

Vic Kapcsos will get estimates for materials for a 32' x 60' building. We will add water and electric later. \$160,000 is to be budgeted for next year. Bob Lilley made the motion for a 32' x 60' building (approximate) and Bob Reichert seconded the motion. ***The motion was passed with Hancik, Bishop, Lilley, Reichert, Mathis, Laxton and Punt voting aye.***

Landscaping:

Karen noted that the landscaping for the driveway into the park was not done due to excessive rain last week. This is to be put back on the landscaper's schedule.

Pavers:

A Summary Proposal was submitted for pavers for the new pavilion, and Karen is requesting approval for the lowest quote of \$3,588. Long Range Planning recommends the 9 x 12 slate and will decide on the color at the request of the Board. A motion was made by Bob Reichert to spend \$3,600 on pavers with Karen Bishop seconding. This motion is pending availability of funds. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

Quotes are still being gathered for the sound system for the new pavilion. This project is pending availability of funds in the budget. Vic received one quote of \$3,205 for audio, and \$1,854 for visual. Rick Mathis made a motion to spend \$3,300 on a sound system, pending a review of the budget, with Bob Lilley seconding. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

Budget:

A decision is needed for next year's budget on the materials needed to rebuild the road from the maintenance entrance into the park. Bob Gross from Sunland Paving Company will provide estimates for asphalt paving, millings and shell. Vic will have these numbers available at the upcoming budget meeting.

SAFETY & PREPAREDNESS – Rick Mathis

Rick reported that the 3-day C.E.R.T. training classes began today, and will continue through Thursday. 22 people attended.

PARK STATUS – Rick Mathis

Nothing to report at this time.

MECHANICAL & MAINTENANCE – Gerry Laxton

Gerry reported that bid packages were sent out to prospective bidders for mowing and landscaping for the next fiscal year. He also stated that he repaired the defective electric eye on the lights and trimmed the trees at Peppercorn Rd. and Cape Horn Blvd. Gerry is currently working on the Mechanical & Maintenance Budget for the 2017-2018 fiscal year.

There was a discussion regarding mowing both sides of driveway leading into the park. It was decided to add \$50 per cutting into Andy Suglio's mowing contract for him to mow this area. Gerry Laxton made a motion to amend Andy Suglio's mowing contract with Bob Lilley seconding the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

A discussion ensued regarding what to do with the stores of dirt in the park from cleaning out the fingers. Two options discussed were enhancing the berm on the north side of the entrance to the park off Burnt Store Road or spreading it out over the adjacent greenbelt as needed. There was no decision made at this time.

DRAINAGE – Bob Reichert

Bob reported that the swales seem to all be working properly after the rains that we've been having. Work on cleaning out the fingers is continuing.

LAKES WATER QUALITY – Bob Lilley

Bob is currently working on the new contracts for Mosquito/Midge Abatement and Lakes Aeration/Weed & Algae Control. These should be ready by the July Board Meeting.

He gave some history on the mosquitos in our area, and why we are seeing such a large population of them now.

COMMUNICATIONS – Karen Bishop

Karen stated that everything was going well with the newspaper.

BEAUTIFICATION & ENHANCEMENT – Joyce Punt

Joyce reported that Mary Jane Kamper, Louise Barrett & Dawne DePalo worked on cleaning up the Bromeliads in the park on May 31, 2017. An article was submitted to the Heron Herald relating to Bromeliads and how they help keep the mosquitos under control. The Ixora's will be planted in the roundabouts by a licensed contractor during planting season.

Joyce and Mary Jane had a preliminary budget meeting to talk about next year's projects for the back entrance and kayak ramp. They plan on getting bids from two landscapers for these projects.

Joyce also reported that Bill Lewis, Karen Bishop and herself met with Solo Electric on June 1st to discuss placing four (4) spotlights on the palm trees at the front entrance. This was completed on June 2nd. It was noted that one of the palms at the front entrance is diseased

and needs to be removed. Joyce stated that any future lighting improvements will come out of Capital Improvement money and not from Holiday Decorating funds.

ARCHITECTURAL REVIEW – Karen Bishop

There are no projects that need approval this month.

COMMUNITY STANDARDS

Review of the community standards have been suspended until August 1st due to the new water restrictions from SWFWMD.

COUNTY RELATED ITEMS – Rick Mathis

SCCC - Nothing to report.

MSBU – Currently \$52.83 is assessed. Due to the extensive swale work being done, it is unsure what the final cost will be and how much will remain in the fund. Monies will also have to be allocated for future repaving of our roads. More information will be forthcoming when the annual financial reports are available from the County.

MISCELLANEOUS ITEMS

Rob Hancik, Bob Reichert & Jim Brown met with Dan Quick, Public Works Director, and Banks Engineering regarding the safety issue with the front entrance. It was determined that the County will pay for and correct the issue by moving the center island by moving it back approximately 23 feet, so that buses will be able to negotiate the turn from Burnt Store Road onto Cape Horn Blvd. Volunteers will relocate the plants in the center island to the north side of the entrance to prepare for construction.

NEW BUSINESS

Nominating Committee: Bob Reichert motioned that we adopt the following five individuals to solicit residents to run for the 3 open positions on the Board of Directors this October: Karen Bishop, Fred Boland, Jim Brown, Lesley Rose and Ginger Story. Bob Lilley seconding the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

ADJOURNMENT

Rick Mathis made a motion to adjourn the meeting at 5:22 pm with Joyce Punt seconding the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, Laxton and Punt voting aye.***

OPEN FORUM

Vic Kapcsos received three estimates on repaving the road into the park: blacktopping - \$35,577, millings - \$25,987 and shell - \$21,235.

He also got estimates for fertilizing the Royal Palm trees in the community. These bids range in price from \$2,600 to \$5,600 per year.

The issue of mowing the multi-use path and kayak launch was discussed, and it was determined that these areas will be added as an addendum to the current contracts that are going out for bid.

Fred Boland mentioned that the curbing on the roundabouts is not visible at night and is a hazard. It was suggested to paint them with fluorescent paint. This topic will be brought up at the next MSBU meeting.

Open forum ended at 5:30 pm.

Respectfully submitted,

Deanna Williams

Deanna Williams, Assistant
To the Board of Directors

The next meeting for the Board of Directors will be held on July 11, 2017 at 3:00 pm in the BSLPOA Conference Room located at 16500 Burnt Store Road, Unit #102, Punta Gorda, FL 33955 (Turtle Crossing).

