

**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**

NOVEMBER 14, 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 11/10/17 online and at the kiosk in the park. In addition, notification signs were placed at the four entrances into Burnt Store Lakes on 11/10/17. Postings met the guidelines as set forth in the By-Laws. Sandy Funk, Secretary, took the roll call: Present were Rob Hancik, President; Gerry Laxton, Vice President; Bob Reichert, Treasurer; Dave Evans, Betty Ingerson and Ron Suciu, Directors at Large. Rick Mathis was absent. A quorum was present.

PUBLIC INPUT

There were 19 property owners in attendance – Vickey Clawson, Ron & Annette Kent, Chris Peabody, Jay Day, Charlene Laxton, Edwin Morris, Paula Short, Mary Jane Kamper, Dawne DePalo, Bill Giandonato, Mary Ellen Kiss, Kate Ihrig, Rich Elders, Gene Wilson, Jim Brown, Louise Barrett, Fred Boland and Ella Wrzesinski. 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. Bill Giandonato asked to speak on #17, Community Standards and Chris Peabody asked to speak on #7, Long Range Planning.

DISPOSITION OF MINUTES – Rob Hancik

Rob Hancik stated that the Minutes of the October 10, 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, Bob Reichert motioned to approve the October 10, 2017 Minutes with Betty Ingerson seconding. ***The motion was passed with Hancik, Laxton, Reichert, Evans, Ingerson and Suciu voting aye.***

TREASURER'S REPORT – Bob Reichert

The operating expenses for October 2017 were approximately \$8,905 more than September. The \$66,681 expenses were normal for the first month of the fiscal year except for hurricane clean-up. Monies from the Disaster Recovery CD are being transferred to the Operating fund (\$40,000) to cover some of the cleaning up.

The amount of cash received in October was approximately \$161,938, which was \$153,237 more than September. We received \$159,741 in assessments, \$1,240 in Administration receipts, \$267.15 in interest income and \$689.50 in Annual Meeting Picnic receipts. Accounts receivable ending October 31, 2017 was \$728,956.92, which is \$659,560 more than September. This increase is due to the 2017/2018 billing in October.

The current collection rate for the end of October 2017 is 30.3%. The collection rate for October 2016 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 are a total of 1,439 property owners out of 2066 billed that have not paid their assessment for 2017/2018.

Funds in the amount of \$40,000 were withdrawn from the Disaster Recovery CD on November 2nd to clean debris remaining from Hurricane Irma, leaving a balance of \$91,102.69. This will appear on November's financial statement. Budget preparations for 2018/2019 should allow for at least partial, if not full replacement of these funds.

Bob Reichert made a motion to approve the October 2017 Treasurer's Report and send it forward for audit, with Gerry Laxton seconding. ***The motion was passed with Hancik, Laxton, Reichert, Evans, Ingerson and Suciu voting aye.***

OLD BUSINESS

MANAGER'S REPORT – Sandy Funk

Assignment of Areas of Responsibility: Sandy asked the Board members if they've had a chance to review their assignment of Areas of Responsibility, and if they have any changes. Since no one spoke up, the Areas of Responsibility are as follows:

Architectural Review – Betty Ingerson
 Mechanical & Maintenance – Gerry Laxton
 Drainage – Bob Reichert
 Long Range Planning – Ron Suciu
 Beautification & Enhancement – Ron Suciu
 Lakes Water Quality – Dave Evans
 Communications – Betty Ingerson
 Safety & Preparedness – Rick Mathis
 Community Standards - All Board Members
 SCCC – Rob Hancik & Rick Mathis
 Deed Restriction Amendments – All Board Members

Confidentiality Agreement/Board Certification - New Board Members must sign these documents and return them to the office as soon as they can.

Proposal Summary: Board Members must fill this form out for any capital expenditure projects and submit it with supporting documentation if they want any new projects funded.

Orientation Meeting with Attorney: The Board will meet with Pavese Law Firm at their office in Fort Myers on Thursday, November 16th at 2:00 pm.

Adopt an Area: Residents Teri & Erik Hjelle, who are building a home on San Edmundo, would like to “adopt” San Edmundo Road as their area to keep clean.

Bike Rack: Bob Reichert will be ordering another bike rack to be used in the community where needed.

LONG RANGE PLANNING – Ron Suciu

Ron Suciu reviewed the budget for next year’s Long Range Planning projects in the park, and will be an integral part in overseeing the bidding processes as well as making sure the monies are being used in an effective and conservative manner.

A Summary Proposal was submitted for sign replacement of 12 signs throughout the community that have either blown down or faded over time. A discussion ensued regarding the verbiage on the signage and the number of signs needed (18). It was noted by Rob Hancik that the wording is required by our attorney to make it legal. Keystone Sign Service out of Mt. Holly Springs, PA will be making the signs and Chris Peabody will be picking them up on his way back from Pennsylvania in December. Dave Evans made a motion to accept the Proposal Summary to order 18 signs, and Bob Reichert seconded the motion. ***The motion was passed with Hancik, Laxton, Reichert, Evans, Ingerson and Suciu voting aye.***

SAFETY & PREPAREDNESS – Rick Mathis

No report. Betty Ingerson inquired about getting a street light installed. Sandy has a form that must be filled out and submitted to Public Works and funded at the County’s expense.

PARK STATUS – Rick Mathis

No report.

MECHANICAL & MAINTENANCE – Gerry Laxton

Gerry met with Sam Passafiume of BrightView last Friday to discuss the problems with the subcontractor, Mega Mowers as far as missed lots, weed whacking, etc. Gerry also had a discussion with Jason Campfield, who owns Mega Mowers, regarding these problems.

Mario's Tree and Landscaping company is moving right along with removing all the debris from Hurricane Irma. We are using \$32,000 from our Disaster Recovery Funds to pay for this service.

Gerry purchased two overhead lights to replace the non-working ones at the park pavilion. He also replaced and repaired two light fixtures.

DRAINAGE – Bob Reichert

C & J Excavating will be starting next week in the park to clean up Bear Branch Creek by removing sand buildup and plant rip rap along the sides due to erosion. There are also twelve trees that need to be removed.

Hog Creek has also been impacted by the hurricane and needs to be refurbished in order to stabilize the banks and rip rap must be added. Sandy will investigate if SWFWMD and Charlotte County can fund these projects before we use our Disaster Recovery funds.

LAKES WATER QUALITY – Dave Evans

Dave Evans reported that three new aeration systems on Eagle Lake and one on Ibis Lake are installed and operational. Hurricane Irma flooding caused the units to malfunction. Final inspection has not been done yet. They have all been put up on stands to prevent further flooding.

The Lakes Committee and Board Members will be meeting with Dr. Thomas, from FGCU, in the next couple of weeks for an update. We still have not received a final report from Dr. Thomas due to the delay caused by the hurricane. This report will tell us which lakes need additional aeration.

Dave reported that he is reviewing the current midge contract for possible improvement and may also look for additional bidders once this contract expires.

Fish stocking will be scheduled for the smaller lakes.

COMMUNICATIONS – Betty Ingerson

Betty will be meeting with Paula Short and Sandy to discuss Communications.

BEAUTIFICATION & ENHANCEMENT – Ron Suci

Ron will be meeting with the Beautification Committee to review plans for this year's Beautification budget and how they can revamp the Vincent Avenue entrance. Ron will also be looking for additional volunteers for this committee.

ARCHITECTURAL REVIEW – Betty Ingerson

Betty stated that ARC recommends approval of three (3) projects. Betty motioned to approve the new home plans at 24319 Saragossa Lane (West Coast Builders), exterior paint and trim projects at 24172 Vincent Avenue and 17105 Barcrest Lane. Gerry Laxton seconded the motion. ***The motion was passed with Hancik, Laxton, Reichert, Evans, Ingerson and Suci voting aye.***

The remaining items on the report were reviewed.

Dave Evans is requesting that paver driveways be added to the Architectural Review process for approval, with a clean site deposit required. After discussion, Dave made a motion to add paver driveways to the ARC review process effective January 1, 2018, with Betty Ingerson seconding the motion. ***The motion was passed with Hancik, Laxton, Reichert, Evans, Ingerson and Suci voting aye.*** This addition will be communicated to all residents through the Heron Herald.

COMMUNITY STANDARDS – Rob Hancik

After discussion amongst the Board Members, it was decided to divide the community into seven sections for community standard review. There are three new board members, therefore, they can familiarize themselves with the deed restrictions as well as the community. This is done monthly and reported back to the office for report generation. It was suggested to rotate the areas every three months. The Board Members were given maps designating the seven different areas.

Norma Mathis will be informed that her community review duties are on hold until further notice.

Rob Hancik noted that the Thompson's on Cape Horn Blvd. have been unresponsive to our letters to remove their fence and are still in violation of our Deed Restrictions. Office staff will notify Pavese Law Firm to send the Thompson's a demand letter.

SCCC – Rick Mathis

Jim Brown spoke to the fact that SCCC is looking to disband due to lack of participation. Jim will be writing a letter to ask for support.

MSBU – Rob Hancik

No report.

MISCELLANEOUS ITEMS

None.

NEW BUSINESS

ADJOURNMENT

Bob Reichert made a motion to adjourn the meeting at 4:43 pm with Dave Evans seconding the motion. ***The motion was passed with Hancik, Laxton, Reichert, Evans, Ingerson and Suci voting aye.***

OPEN FORUM

A discussion ensued regarding paving Vincent Avenue. Sandy explained that the County is responsible for repaving this area as the property owners paid for this in their taxes.

An explanation was given again regarding the paying in advance for the road repaving through the MSBU in Burnt Store Lakes.

Respectfully submitted,

Deanna Williams

Deanna Williams, Assistant
To the Board of Directors

The next meeting for the Board of Directors will be held on December 12, 2017 at 3:00 pm in the BSLPOA Conference Room located at 16500 Burnt Store Road, Unit #102, Punta Gorda, FL 33955 (Turtle Crossing).

