

**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**

OCTOBER 10, 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 10/6/17 online and at the kiosk in the park. In addition, notification signs were placed at the four entrances into Burnt Store Lakes on 10/6/17. 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; Rick Mathis, Gerry Laxton and Joyce Punt, Directors at Large. Bob Lilley was absent. A quorum was present.

PUBLIC INPUT

There were 8 property owners in attendance – Bill Giandonato, Sharon Columbo, Charlene Laxton, Ed Morris, Betty Ingerson, Dave Evans, Rich Elders & Kate Ihrig. 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. Betty Ingerson asked to speak on #12.

DISPOSITION OF MINUTES – Rob Hancik

Rob Hancik stated that the Minutes of the August 8, 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, Karen Bishop motioned to approve the August 8, 2017 Minutes with Gerry Laxton seconding. ***The motion was passed with Hancik, Bishop, Reichert, Mathis, Laxton and Punt voting aye.***

Note: There was no meeting of the Board of Directors on September 12th, due to Hurricane Irma.

TREASURER'S REPORT – Bob Reichert

August Financial Report: The operating expenses for August 2017 were approximately \$6,516 less than July. The \$57,752 expenses were normal for the eleventh month into the fiscal year. Major expenses included payments for the August mowing (\$12,196), Clarke midge fly spraying (\$10,512), Lake Maintenance (\$5,275), Landscaping Contract (\$2,281), Beautiful Boundaries for swale cutting (\$2,500), and Mario's Lawn & Tree for landscaping transplant in preparation for County work at the main entrance (\$2,000).

The reserve expenditures totaling \$6,535 was \$6,010 Drainage Work, and \$525 to Banks Engineering.

The amount of cash received in August was approximately \$13,186 more than July. We received \$11,200 in assessments, \$1,750 in Administration receipts, \$2,587 recouped legal expenses, and \$5,000 in miscellaneous receipts. Accounts receivable ending August 31, 2017 was \$74,634, which is \$15,843 less than July.

The current collection rate for the end of August 2017 is 96.8%, compared to 96.8% ending August 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 are a total of 65 property owners out of 2066 billed that have not paid their assessment for 2016-2017. Liens were filed on all past due accounts.

September Financial Report: The operating expenses for September 2017 were approximately \$2,558 more than August. The \$53,776 expenses were normal for the twelfth month ending the fiscal year except for hurricane cleanup. Major expenses included payments for the September mowing, Clarke midge fly spraying, Lake Maintenance, Landscaping Contract, MBA printing of annual meeting materials, 3 months office rent, and hurricane clean-up (\$10,000). The reserve expenditure was for paver installation in the Park.

The amount of cash received in September was approximately \$8,700 which was \$12,258 less than August. We received \$7,783 in assessments, \$600 in Administration receipts, \$273.32 in interest income and \$45 in miscellaneous receipts. Accounts receivable ending September 30, 2017 was \$69,396.44, which is \$5,238 less than August. This is the lowest accounts receivable amount for several years, thanks to Deanna's task to increase the collections of past due accounts.

The current collection rate for the end of September 2017 is 97.2%, compared to 97.0% ending September 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 57 property owners out of 2066 billed that have not paid their assessment for 2016-2017. Liens were filed on all past due accounts.

\$100,000 was transferred from the Ozark ICS account to Regions Operating Account in order to meet anticipated expenses through October 2017.

Bob Reichert made a motion to approve the August 2017 Treasurer's Report and send it forward for audit, with Joyce Punt seconding. ***The motion was passed with Hancik, Bishop, Reichert, Mathis, Laxton and Punt voting aye.***

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OLD BUSINESS

MANAGER'S REPORT – Sandy Funk

Allocate 2016-2017 Interest – Sandy stated that a motion is needed to approve allocating the interest income for the fiscal year 10/1/16 thru 9/30/17 to the Reserves Infrastructure line item. As of the September 30, 2017 financial report, we have received \$3,192.21 in interest income.

Bob Reichert made a motion to approve allocating the interest income for fiscal year 10/1/16 thru 9/30/17 to the Reserves Infrastructure line item, with Joyce Punt seconding. ***The motion was passed with Hancik, Bishop, Reichert, Mathis, Laxton and Punt voting aye.***

Annual Meeting – We have approximately 125 people registered to attend the Picnic. McCurdy's BBQ will be setting up the cooker in the Park Friday night. A resident, Dan Marbes, will be donating his time as a DJ to provide music entertainment. We have 4 volunteers for running the breakfast the morning of the meeting. We also have 6 volunteers (3 teams of 2) for counting the votes for directors.

Hurricane Clean-Up – Mike Tumpson was the contractor used for cleaning up debris from greenbelts, vacant lots, and the Park, as well as removing downed trees. Complaints from various property owners were also addressed. Approximately 6 property owners have been notified requesting removal of downed trees and debris. Pictures and cost estimates were also provided. The total cost to the Association for clean-up was around \$11,000. There were sufficient funds in the operating account without utilizing the disaster recovery CD. The remaining debris along the roadside will be picked up by Public Works (not a FEMA contractor). They have a crew of 50 men working 6 days per week. They mulch the debris and load it on trucks to be hauled to two designated areas within the County. They must go down every street in the County except privately owned developments/roads which totals 22,000 miles of roads. They started clean-up in the West of the County (Englewood) and then greater Port Charlotte area. It will probably be December or January before they get to Burnt Store Lakes.

A discussion ensued regarding whether to utilize the disaster recovery fund to remove the debris and take it to the landfill instead of waiting for Public Works. Sandy will contact C & J Excavating, Mario's Lawn & Tree Service, Inc., Honc Marine Contracting, Inc. and Mike

Tumpson of One, Two, Tree Ground Maintenance for bids to do this clean-up to be returned within two weeks. This project would have to be completed within 30 days. A CIN message will be sent out to the community once we receive confirmation from a contractor. A motion was made by Bob Reichert to contract out the debris clean-up, with Joyce Punt

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

LONG RANGE PLANNING – Karen Bishop

Storage Building – Elmon Burton, who built our Pavilion extension at a cost of approximately \$44,000, has offered to build a similar building at cost plus 10%. The Pavilion is approximately the same size as a potential new storage building, but has no sides, garage doors or water. Electric is already there. The cost to build would probably be close to double the \$44,000.

Karen submitted some examples of steel buildings. There are several companies that offer them. The cost would seem less until you add in permitting, cement slab, water and electric.

The pavers for the park are installed and Karen submitted a picture for this as well. Karen offered her assistance to the new Board member who takes over in this area to review Long Range Planning's purpose and vision.

SAFETY AND PREPAREDNESS – Rick Mathis

Nothing to report.

PARK STATUS – Rick Mathis

Rick reported that the Park received a lot of damage from Hurricane Irma. Most of it has been cleaned up at this point. Mario's Lawn & Tree Service will be mowing the park and driveway in preparation of the Annual Picnic.

It was noticed that there is extensive erosion due to water flow at Bear Branch Creek, and Bob Reichert will contact Bob Crawford to see how much riprap is needed for that area.

MECHANICAL & MAINTENANCE – Gerry Laxton

There was an emergency POA meeting to form teams (5 teams divided amongst the community) to survey the damage to the vacant lots and greenbelt areas from Hurricane Irma and come up with a plan to clean up these areas.

The P.O.A. purchased nine new Hunter Caicos 52" wet rated outdoor ceiling fans for the Park Pavilions. The cost was \$139.00 a piece for a total of \$1,338.57. These were installed on October 9, 2017.

Gerry also reported that the new mowing and landscaping contracts (Mario's Lawn & Tree Service, Inc. & BrightView Landscape Services, Inc.) are now in effect.

DRAINAGE – Bob Reichert

Bob looked at all the swales during and after Hurricane Irma and reported that all of them were working satisfactorily.

LAKES WATER QUALITY – Bob Lilley

Betty Ingerson spoke to the Board and told them that the aerator on Ibis Lake is not working.

Dave Evans informed the Board of the new aerators and compressors being purchased to replace the ones that have burned out or had problems due to flooding, and is having platforms built for the compressors to raise them up higher (18-24") in case of future flooding. These new compressors will be quieter than the older ones.

Dave also reported that there are several trees down on Ibis Lake. He will meet with the homeowners surrounding Ibis Lake and get a consensus on what they would like to see done with the downed trees on the island. If they want the trees removed, Mike Tumpson will cut them up and take them off the island.

COMMUNICATIONS – Karen Bishop

CIN messages continue to be posted by Sandy when important information is needed to inform the community quickly. Sandy was thanked for her conscientious efforts. The Heron Herald continues to provide quality information and articles to inform and educate the community. Karen has written "Life in the Lakes" for the last several years and feels that once she is off the Board, she will lose touch with important information to make this an interesting and successful article. Karen will, of course, work with anyone who would be interested in continuing this column.

BEAUTIFICATION & ENHANCEMENT – Joyce Punt

Present at the September 7th Beautification meeting were: Mary Jane Kamper, Dawne DePalo and Joyce Punt.

They reviewed the two proposals for the Vincent Avenue and Cape Horn entrances, and discussed the best type of plants and trees to be used in that area and around the large rock on the corner. Also discussed was which plants were to be moved and/or removed and

how best to spruce up these areas. The irrigation needs to be checked before any enhancement begins.

The group reviewed the proposals for the roundabouts, and discussed which types of plants would grow best there taking into consideration the height and possibility of limiting visibility. Also discussed were the pork chops and the need to replace the old, woody looking crown of thorn plants with more colorful plantings.

Joyce noted that the kayak launch is in need of attention. This area needs to be cleaned up and have new landscaping planted. Succulents would do well, as there is no irrigation on site.

At the October 9th meeting they reviewed the quotes from Mario's Lawn & Tree Service and Beltran again, and decided to get an additional two quotes before going forward with the landscaping enhancement projects.

Joyce Punt advised the Board and the Committee that she will be resigning as Chairperson effective immediately.

HOLIDAY DECORATING COMMITTEE – Karen Bishop

Karen reported that since the Holiday Decorating Committee has since become separated from Beautification and Enhancement last year, new members have been recruited to assist some old members to help with this year's decorations. All 7 large palms from the front entrance down to the 2 roundabouts will have white lights. 24 of the 32 lamp poles will have garland and large bows on them. Sandy is in the process of getting quotes from several licensed vendors to put up and take down the lights and garland. The front and back entrances will also be decorated with wreaths and lights.

ARCHITECTURAL REVIEW – Karen Bishop

Karen stated that ARC recommends approval of five (5) projects. Joyce Punt motioned to approve the new home plans at 24367 Cabana Road (Fredericks Custom Homes), 16462 Pyrenees Lane (Paul Homes), 24313 Penhollow Court (Roger Bengé, G.C.), a fence enclosure at 16367 Perico Way and a new fence installation at 17654 Vellum Circle. Gerry Laxton seconded the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, and Laxton voting aye.***

The remaining items on the report were reviewed.

Karen noted that as BSL continues to grow, that this committee is required to have more expertise and understanding of the whole process; from the POA office answering questions

of Lot owners who are ready to build, and builders who are required to follow our guidelines. One recommendation from this committee that needs to be incorporated into our amendments and/or policies is that a NEW builder MUST put the \$10,000 escrow down (see Escrow Agreement) and that it will not be returned until the house has been “satisfactorily” completed. If that same new builder wants to start another new house, they will be required to put another \$10,000 into an Escrow Agreement. Once this new builder has completed at least two houses “satisfactorily”, then we can choose to “waive” the escrow fee as we have done with several known builders.

COMMUNITY STANDARDS – Norma Mathis

The items on the report were reviewed. The Board discussed various situations of non-compliance on the report.

COUNTY RELATED ITEMS

SCCC – Nothing to report.

MSBU – Nothing to report.

MISCELLANEOUS ITEMS

Karen Bishop asked for an update on the sign for the Park. Rick stated he has all the materials for this sign, but has not had the time to date to make it.

Bob Giandonato mentioned that several signs throughout the Community are down, worn and/or broken and need to be replaced.

NEW BUSINESS

ADJOURNMENT

Joyce Punt made a motion to adjourn the meeting at 5:45 pm with Gerry Laxton seconding the motion. ***The motion was passed with Hancik, Bishop, Reichert, Lilley, Mathis, and Laxton voting aye.***

OPEN FORUM

A discussion ensued regarding the new pavers in the Park and possibly extending them to the bathrooms.

Respectfully submitted,

Deanna Williams

Deanna Williams, Assistant
To the Board of Directors

The next meeting for the Board of Directors will be held on November 14, 2017 at 3:00 pm in the BSLPOA Conference Room located at 16500 Burnt Store Road, Unit #102, Punta Gorda, FL 33955 (Turtle Crossing).