

## Minutes of the CRHOA Board Meeting, August 31, 2011

The meeting was called to order by Bill Schulte, President, at 7:00. A proof of notice was established and a quorum was determined. Board Members present were Jerry Dinkins, Harry Lindgren, Elaine Mitchell, Barbara Munoz, Jim Wheeler.

### Approval of July 27, 2011 Minutes: Motion Harry, seconded Jerry. Carried 6-0

Discussion: Board will review email procedure that they are presently using.

Audience Participation: Lou Fiola from Royal Tee Cr. thanked the board for the clean up on the vacant lot next to the Engle model.

Payment of Bills: Disbursements of \$19,760.68 were submitted. . Exceptions to standard payments were – lot mowing 2,028.00 and permitting for the West Entrance - \$1500.00. The Finance Committee questioning the monitoring of lot mowing. Are they mowing? How many times? Carol Dulik feels that CLA is fulfilling their commitment. Carol will ask that the billing be done after the work is complete, rather than before. She will also ask that they identify the lots on the statement as they are mowed. Jim motioned that the board approve the bills to be paid. Elaine seconded the motion. The motion carried 6-0.

Harry introduced Karen Garside, the new bookkeeper for the HOA.

### Committee Reports :

CERT-Marsha Smith: Unavailable. Bill had flyer for a logo contest for CERT. It will be distributed by Block Captains. Deadline date needs to be determined. The team is in the process of being certified in CPR and AED.

Covenants and Restrictions-Phyllis Mills: Will be meeting when all members are back in town. The revised Articles of Incorporation & the by-laws are ready to go back to attorney for final draft. Work on the covenants will begin next.

Communications-Jerry Dinkins: The new website is presently being designed. The site will be hosted by a new company and is designed to have a more organized and user friendly format. The site is scheduled to be completed by September 15<sup>th</sup>.

Finance-Harry Lindgren: The committee met on August 16<sup>th</sup>. AR ending balance as of July 31, 2011 is \$52,465.73, with \$31,107.23 past due. The committee reviewed the AP policy and specifically to paying vendors invoices. An addition under POLICY Section was inserted at the end of the last sentence – *all approved invoices received by the HOA accountant prior to the 30<sup>th</sup> day of each month will be paid by the tenth (10<sup>th</sup>) day of the following month.* Jim made a motion that the board approved the addition to the AP Policy. Jerry seconded the motion. The motion carried 6-0. All invoices under \$1,000 are authorized to be approved by the committee chairs and then forwarded directly to Karen for payment.

Discussion regarding the cost of replacing the faulty pump on Princess Grace Ct. cull de sac v.s. bringing in Pine Island Water Co. took place. It was decided that Elaine would go to Pine Island Water and get prices to complete the project. Carol will get 2 additional quotes to repair or replace the current pump. All information will be used by the board to make a final decision in this matter.

A reminder regarding monthly and workshop meeting minute distribution was given.

### West Entrance Project & Pine Island Expansion -Strategic Planning Tom Mitchell & Don Weigand:

Work with the LDOT and SFWMD continues in the effort to complete the permitting process of the project. Approval from SFWMD on our intended location for a water detention basin is required before further negotiations with the LDOT can continue. This has delayed the start of the project and a completion date cannot be estimated until the permit is issued. Landscaping that was scheduled to be installed at the Smith residence has been placed with a new contractor and the cost is now \$1240, instead of \$1,000. The Board approved the additional cost, due to change of contractor. \$31,000 in expenses has been paid for the project to date.

**Pine Island Rd. Expansion** – Assessment of our property took place late April. The documents of this assessment were delivered to Tom Mitchell. The committee will meet next week to start the process of reviewing this information to see if this settlement meets our needs. It was noted that we have a condemnation attorney on standby. However, there is no need to use the attorney unless the HOA deems the offer unacceptable and wish to proceed further with negotiations. After the review meeting, the committee will put together an action plan for the board.

**ARB-Gary Hanson:** 3 request were submitted to the board, all approved. The requests were for shutters & painting. Year to date, there have been 12 well permits submitted. Notification of the modification of the set-back policy will be mailed to the community by September 10. Letters are to be out 14 days prior to the scheduled meeting to discuss the modification. Karen will run labels and return address labels, Marie will forward the approved packet to Elaine and Elaine will take the packet to be printed. A date for stuffing and mailing will be set after the printing is complete.

**Security-Jim Wheeler:** Kathy Schulte has resigned as Block Captain and will be replaced by Kay Wantman. There was a recorded break-in in August. The vehicle was identified on the entrance video and the officials feel an arrest emanate. A suggestion to issue a list of approved service providers was entertained. Previous discussions regarding this issue were brought up. It was concluded that the Board is responsible only for vendors used by the Board. It was finally decided that Jim would send an email to the community, stressing the importance of knowing who is doing work on their home and that it is important that they are licensed and insured.

**Landscaping-Carol Dulik :** Carol will develop clear specs to get additional bids for the repair/replacement of the pump on Princess Grace Ct. cull de sac. The Board will review the specs before they are issuing for bids. There is an ant problem on East side of the community. CLA has been notified and have treated the area. It has been causing problems for the homeowners in the area. If treating the area doesn't do the job we will have to notify Sandoval.

**Roads/Drainage/Lighting-Doug Flenniken:** None available.

#### **Other Discussion Topics:**

The Royal Tee Clubhouse will be receiving a new type of liquor license. The HOA was asked to sign a statement that it had no objections. Since business would be conducted in the same way, the statement was signed and sent back to the licensing agency.

The north ditch is currently overgrown with weeds and fungus. Dean has previously done the work, since he possesses the necessary license required to do such work. It was decided that it was cost effective to have Dean continue to do the treatments. Dean feels it will take 3 applications to control the present situation in the ditch. The Board would like a signed contract showing what and when he will be treating. It was further agreed that the HOA will be billed only after the work is completed. Bill will contact Dean to clarify description and cost of what is required to treat the problem. Harry will draw up a contract.

**Adjournment:** Jim motioned to adjourn the meeting, Jerry seconded the motion. The meeting was adjourned at 8:45pm.