

THE VILLAS OF CHESTNUT CREEK OWNERS ASSOCIATION, INC.

A Corporation Not for Profit

MINUTES OF THE BOARD MEETING

October 23, 2012

A *Regular Board meeting* was scheduled to be held at 4:00 P.M. on October 23, 2012 at the Jacaranda Library, 4143 Woodmere Park Blvd. Venice, Florida.

The meeting was called to order at 4:00 P.M. by the President, Mr. Rowe.

Notice of the meeting was posted on the property prior to the meeting in accordance with the requirements of the Association Documents and Florida Statutes.

The following Directors were in attendance:

Norman Lewis Howard Grubb Milton Shermet Darlene Curtin Doug Rowe

A quorum was determined to be present.

UNDER THE HEADING OF READING AND APPROVAL OF MINUTES: A motion was made by Mr. Grubb and seconded by Mr. Shermet, and it was unanimously,

VOTED 12-14: to approve the May 22, 2012, Board meeting minutes as presented.

UNDER THE HEADING OF TREASURER REPORT: Mr. Grubb reviewed the September financials. The Board has asked that management start the process to change the operating account to Florida Shores bank. Management will also follow up on the charge for coupon books.

UNDER THE HEADING OF COMMITTEE REPORTS, on matters relating to Pool, Mr. Lewis reported that the new awning was installed over the summer. The new geothermal heater/cooler has been keeping the pool at a steady 86 degrees. Several owners have asked if some chemical other than chlorine can be used to treat the pool. Mr. Lewis will contact the Health Department to find out. One way to stop using chlorine would be to change the pool over to salt water. The initial cost for this would be expensive. Mr. Lewis is also obtaining bids to have the pool furniture re-strapped and a cost for all new furniture. New signs were installed at the tennis courts.

On matters relating to Lawns, Mr. Shermet reported that the lawns look the best they have since 1995. He also reminded the owners that the lawns are different in Florida than up North.

On matters relating to Irrigation, Mr. Grubb reported that thanks to the heavy rains and David Nicklaus' work, the system is up and running. Several repairs were made to the system over the summer.

On matters relating to Social events, Ms. Rao reported the following upcoming events: 10/28- Halloween dinner, 11/12- Luncheon, 12/12- Holiday brunch, 2/12- Fat Tuesday party, 3/12- get together and 4/12- cook out. Ms. Curtin advised that she is a member of the Sarasota Travel Club that offers events outside of the community. She will bring information regarding the club to the next meeting for anyone who is interested.

On matters relating to Newsletter, Ms. Rao asked that information be submitted for the newsletter.

On matters relating to the Master Association, Mr. Rowe reported that the Master is in good financial shape. The Oak trees along the common areas will be trimmed. Volunteers are needed for the security committee. Mr. Rowe advised the owners in attendance to keep an eye out and report anyone hanging around in the woods. A new website sign has been installed at the entrance. The Master Association has applied for a \$10,000 County grant to install lighting along the Blvd. There was a short discussion regarding lights. A motion was made by Mr. Lewis and seconded by Mr. Rowe, and it was unanimously

VOTED 12-15: to approve the Master Association's plan to install lighting along the Blvd.

On matters relating to Architectural requests, Mr. Grubb reported one outstanding request. 544 Pendleton has asked to install a solar tube. A motion was made by Mr. Grubb and seconded by Mr. Rowe, and it was unanimously

VOTED 12-16: to approve installation of the solar tube with the stipulation that it must be installed on the rear side of the roof.

UNDER THE HEADING OF MANAGER'S REPORT, (see attachment #1)

UNDER THE HEADING OF UNFINISHED BUSINESS, on matters relating to vacant properties, regarding 528 Pendleton, Mr. Rowe reported that the owner passed away without a will. The reverse mortgage on the unit held by Bank of America was assigned to Reverse Mortgage Solutions. The County Health department was contacted by the neighbor and an inspector went into the unit. Once a report is obtained from the Health Inspector it will be forwarded to the Association's attorney. Kelly's Landscape will do an initial cleanup of the yard for free and will then maintain it for \$40 per month. The Master Association is intending to foreclose on the unit. The Villas association may partner with the Master on the foreclosure. A discussion ensued regarding the unit.

Regarding 870 Bayport, this owner has also passed away without a will. While the fees are currently being paid, the Board is concerned with what may happen in the future.

Regarding 813 Bayport, the owner has been sent several violation letters. The daughter of the owner was onsite performing some cleanup of the landscaping. Mr. Rowe informed the daughter that the state of the unit and yard will be discussed at this Board meeting. She provided the owners current address in Canada. Management will forward the violation letters to the Canada address.

On matters relating to the Bayport nature areas, John Daily has given an estimate of \$1,500 for bush hogging and \$2,300 for grinding and chipping. A motion was made by Mr. Shermet and seconded by Mr. Grubb, and it was unanimously

VOTED 12-17: to authorize the President to have contracts executed by himself or our agent, Lighthouse, on the Villas behalf, with contractors who have bid and indicated an ability and willingness to remove certain trees, including Brazilian pepper trees and certain palm trees and other debris from the areas situated between 810-816 Bayport and 830-836 Bayport, and further, to remove that portion of ground cover in those areas which constitute

a fire hazard and an obstruction to the roadway by their encroachment and further, remove insidious vines that have grown to strangle and impede the natural growth of certain trees in those areas and any and all other acts to clean up those areas without destroying their natural development as a nature area, in an amount not to exceed \$4,000.

Mr. Shermet suggested that an item be added to the budget to have areas cleared out more often in order to avoid such large costs every 4 or 5 years. Everyone agreed and it is in the 2013 budget.

On matters relating to the pool fence, the pool committee has suggested that the wood fence be replaced. A motion was made by Mr. Grubb and seconded by Mr. Lewis, and it was unanimously

VOTED 12-18: to approve up to \$1,000 to replace the current wooden fence with vinyl.

On matters relating to a Bocce ball court, Mr. Rowe advised that a chairperson was needed for the committee to make recommendations of where the court should be built. Mr. Paul King of 838 Bayport volunteered for the position.

On matters relating to the Gazebo Roofs, Mr. Grubb reported that the west corner of the lake gazebo is starting to rot. The cement pad is lifting and cracking due to tree roots. The item was table until the next meeting.

UNDER THE HEADING OF NEW BUSINESS, on matters relating to rules for private parties at the gazebos and pool, the Board reminded owners that they are responsible for their guests and the areas should be cleaned up and everything put away after parties are held.

On matters relating to a Garden Area, several owners have suggested that an area could be used for gardening, possibly the area where the solar panels used to be. The Board advised that if a garden was installed the area would need fencing to keep animals away. A short discussion followed. Installation of a community garden was not approved by the Board.

On matters relating to Insurance, Mr. Shermet reviewed the policies in March and was not satisfied with the wording. Several items were not listed on the policies. Mr. Rowe and Mr. Grubb met with Ms. Korte and our new insurance agent, Mr. Darren Howard of Atlas Insurance. The quote provided by Mr. Howard was reviewed. All policies except wind and worker comp will now renew each November. It was suggested that a crime policy be added to the package. Mr. Rowe discussed this coverage with the attorney who advised that having this policy is prudent. A motion was made by Mr. Shermet and seconded by Mr. Grubb, and it was unanimously

VOTED 12-19: to add a crime policy to the association's insurance package.

On matters relating to the 2013 budget, Mr. Grubb reviewed the proposed 2013 budget and advised owners that a copy would be mailed to them. All vendors kept the prices for 2013 the same as 2012 except management who proposed a 5% increase. Mr. Rowe will discuss this with Mr. Lloyd Keith, the owner of Lighthouse Management.

UNDER THE HEADING OF HOMEOWNER INPUT,

- An owner asked if a petition signed by the homeowners would be good to send with a copy of the Health inspectors report on 528 Pendleton. Discussion ensued.
- An owner stated that plants on a fence on the Venice Golf and Country Club property is only being trimmed on the VGCC side. Management will contact VGCC to trim on the Villas side.

SCHEDULE OF NEXT MEETING, will be held on November 27, 2012, at 4:00 P.M. at the Jacaranda Library.

With no further business to come before the Board, upon a motion made and seconded, the meeting adjourned at 5:11P.M.

Hope Korte, CAM
Managing Agent

Dated this 30th day of May, 2012

VILLAS OF CHESTNUT CREEK OWNERS ASSOCIATION

A Corporation Not-for-Profit

c/o Lighthouse Property Management, Inc.
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Osprey, FL 34229
(941) 966-6844: Office (941) 966-7158: Fax

Manager's Report 10.23.12

On-site/ Maintenance Items:

Weekly visits (check pool area, gazebo's, etc. meet with Norman if available), monthly compliance inspections. Latest inspection focused on dirty driveways. During the summer 3 items of concern were taken care of:

- The owners of 866/864 Bayport were able to come to an agreement and had the roof replaced. This requires no further Board action
- The light post in front of 846 Bayport was knocked over from winds during tropical storm Debbie. The owner had this repaired.
- A tree behind 860 Bayport was knocked down during tropical Storm Debbie, coordinated with Master Association for tree removal.

There is 1 item still outstanding:

- A section of the fence behind 848 Bayport was knocked over. The owner of the fence has not repaired it or picked up any of the fence pieces. We have contacted VG&CC numerous times and the owner directly.

Administrative Items:

- Financials forwarded to Board for review
- Draft minutes forwarded to Board for review
- Draft agenda forwarded to Board for review
- Posted newsletters & Minutes via Glimmer
- Answered numerous phone calls, emails and website requests
- Scheduled Budget meeting and Annual meeting with Jacaranda Library
- Coordinated new account at Iberia bank
- Processed sale application for 860 Bayport to Patricia Emerson
- Updated insurance policies for proper coverage & removed excess lakes coverage
- Obtained bids for insurance renewal
- Prepared 2013 budget and sent to Board for review
- Ongoing issues and follow up between the Board, BOA, RMS and neighboring unit owner regarding Brown estate. The issue has now been forwarded to the attorney.
- Met with Board members and new insurance agent onsite
- Emailed ARC's to Board- 815 Bayport (tree removal) & 492 Pendleton Pl. (palm tree replacement- Board said no ARC req. for this)
- Coordinated transition from Moody Agency to Atlas Insurance
- Contacted Daryl's pool re: adjusting flow rate that is too high & replacing broken cover on the equalizer line per health Department inspection
- Met with Howard Grubb & Doug Rowe regarding 2013 budget

Compliance:

- Please see attached report.

Correspondence:

- Violation letters mailed to owners.
- Cancellation letters sent to previous attorney, landscaping and pool companies.