

# The Park at Wolf Branch Oaks Homeowners Association

## Board of Directors Meeting Minutes for May 17, 2023

Reach Church

### **Call to Order:**

at 6:00PM

by Joseph Routt

### **Verification of Quorum:**

5 of 5 Board Members in attendance.

Joseph Routt, Karin Pierson, Perry Pierce, Gary Carter, Denise Poloniecki.

### **Proof of Notice**

Notice provided in accordance with Florida Statutes.

### **Previous Meeting Minutes:**

Joseph Routt Motion to approve the previous Board of Directors Meeting minutes from 4/26/2023 2nd by Karin Pierson. Board members voted unanimous in favor

### **Financial Reports**

Karin provided reports showing that her records are in balance.

Karin advised the Board members that the First National Bank of Mount Dora account has funds over \$250,000. Karin wanted to know if she needed to move some of that money to a different bank (Seacoast) to keep all of the funds under the Government insured amount. Joseph Routt asked Karin to go ahead and transfer \$40,000.

### **Past HOA Dues**

Karin Pierson advised 2 residents have not paid all of their HOA dues. Joseph Routt requested Karin Pierson send both residents a letter urging them to pay the remainder of their dues in compliance with our collection policy. Joseph Routt also asked Karin to explain in the letter that the HOA had the right to place a lien on their property for failure to pay.

Perry Pierce made a motion to repay Gary Carter \$264.00, to reimburse him for the cost to renew the HOA website motion was 2nd by Karin Pierson. Board members voted unanimous in favor.

### **Architect Control Committee**

#### **Discussion: Architect Control Committee**

1. Myrtle reported that the ACC approved color chart would not be changed this year.
2. ACC Committee was still working on the new application form .
3. ACC received 4 requests, 1 Roof, replacement 1 Exterior paint, 1 Window replacement and 1 generator placement.
  4. Myrtle reported no inspection drives have been completed since March. They hope to have one in May
  5. One letter was sent to lot 4 on April 29<sup>th</sup> for a boat parked in the driveway. Boat was moved .

6. After discussion It was decided to remove the approved color chart from the website.

## **Landscape Committee**

### **Discussion Landscape Committee**

1. Monthly irrigation inspection found a valve that needed to be replaced. Total cost \$62.14: Approved by Gary Carter and 2nd by Joseph Routt.
2. Entrance lights inspection found 2 bulbs needed to be replaced. Total cost \$30.00.
3. Myrtle stated the First cul-de-sac needed to have the grass removed and replace with pine bark for easier maintenance and appearance. Mrs. Web presented 3 bids Prestige Pro \$1,555.00, Andrew Landscape \$850.00 and Twisted Pine \$1,500.00 \* note this bid did not include pine bark. After discussion by the Board Joe asked Myrtle Web to get more bids.
4. Myrtle Webb also requested \$192.00 to trim and fertilize the stressed Magnolias along the front fence. Gary Carted made a motion to approve Myrtle Webb's request for \$192.00 Denise Poloniecki 2nd the motion. Board members voted unanimous in favor.
5. Myrtle Web was tasked to get bids to clean up a downed tree caused by a SECO transformer malfunction.

## **Water Committee**

### **Discussion: Water Committee**

1. Joseph Routt advised the water tank inspection would be conducted on June 13<sup>th</sup>. We are expected to be without water for 8 hours. Joseph Routt is working on a plan to notify homeowners.
2. Joseph Routt advised the cost to exercise the valves was \$975.00. Denise Palonieck made a motion to move forward with the water valve exercise Karin Pierson 2nd the motion. Board members voted unanimous in favor.
3. Renewal of the Florida Rural Water Assoc. membership. Joseph Routt advised the membership had several good services and recommended we renew. cost \$168.98. Karin Pierson motioned to renew the membership, Denise Poloniecki 2nd the motion. Board members voted unanimous in favor
4. Updated Water Tariff – Deduct deposit from monthly bill. Joe stated he would follow up and rep

## **Unfinished Business**

### **1. Water Plant Shed**

Joe Routt is getting quotes.

### **2. Fining Committee.**

### **3. Finalization of Policy on usage of the Park**

Board members agreed that the policy was ready to be published and begin usage by the homeowners. Joseph Routt will submit the work to our Attorney for final review.

### **4. Follow up on Insurance Rep/Policies**

Joe Routt is requesting a flash drive of our Insurance policies from Karin Pierson so he can find costs to print out policy, rather than viewing online trying to compare last year's policy.

**5. HOALife ACC Software for violation recording.**

Joe Routt will set up a meeting with the vendor to answer several questions from the board . In reviewing the HOALife documents it was discovered the Wekiva Hunt Club may be a client. Denise Polonieck volunteered to contact the Wekiva Hunt Club to see what they thought about the software application.

### **New Business**

1. Joe Rout asked the board to spend up to \$20.00 to repair the Message Board at the entrance. faulty light sensor is keeping the light on 21/7 Motion to approve by Denise Poloniecki, 2nd by Karin Pierson. Vote: Unanimous by Members Present.
2. Joe Routt requested the board's approval, up to \$1,300, for the HOA legal fees for work on the Fining Committee. After discussion by the Board, Joe is going to verify the cost with our Attorney.
3. A leaking water valve, at the entrance in the landscaping area, is being evaluated by the Water Committee to get it repaired.

### **Adjournment:**

- Motion to adjourn at 8:30 PM by Gary Carter 2nd by Perry Pierce Vote: Unanimous by Members Present