

THE TOWNS AT LAKESIDE ASSOCIATION, INC.
HOA Board Meeting Minutes
Tuesday, January 24, 2012

Call to Order:

John Rice called the meeting to order at 6:10 pm after a brief 'open forum session' for attending residents. Board members present: John Rice, John Biggins, Everett Ratzlaff via telephone. James Ro from Sunvast was also present.

Confirmation of Posting:

John Rice confirmed that the meeting notice was posted and sent in accordance with the Florida Statutes and the By-laws of our Association.

Board Meeting Minutes

John Biggins made a motion to approve revised minutes for December 12, 2011. Everett Ratzlaff seconded and the motion carried unanimously.

Addition to the Agenda

Old Business: C- Parking 'On-the-Lawn' Violation Notices

New Business: E -Lease renewal 2332 Felicity

John Biggins made a motion to approve the revised agenda. Everett Ratzlaff seconded and the motion carried unanimously.

Old Business

A. Consideration of Screen Door Alternative (special order – size)

A resident claims that the *retractable screen door* screen frequently comes loose at the top and/or bottom if/when the breeze is fairly strong; that critters can easily enter the home and it is difficult to have to reinstall the screening into the track. Also, that both the ODL model and Canadian model are not high quality/durable. John Rice has visited Home Depot and learned that an inexpensive full-screen door – white frame – only one narrow aluminum strip at the bottom – is on the market but is wider than our 35" opening. The HD rep advised that several manufacturers would provide a 'special order quote' if we were interested. Everett asked if the screen installed at 2288 Mulberry was within HOA restrictions. John R will check and advise.

B. Paint Buildings – Need & Action Plan

Our townhomes built in 2005 are eligible to be painted. James Ro will develop and submit a written 'action plan' for this project....coordinated with a Scott Paint Company representative.

C. Parking-On-Lawn Violation Notice

John Rice shared samples of the yellow forms and an Activity Log that were approved by the Board. The focus of this initiative is to encourage Board members to place this notice on any vehicle that is parking on common element HOA property in the community...i.e., on lawns. Vehicles often park with two wheels in the street and two wheels on the lawn. The HOA needs to manage off-street parking (the City of North Port is to manage street parking).

New Business

A. Door Paint Damage – Result of algae removal project – Sparkle Clean
- Pressure Wash - Remedy

James Ro advised that the vendor is not responding to his calls and appears to be avoiding any accountability for damage caused by bleach over-spray to many doors. Members present agreed that we needed to consider to re-paint these doors A.S.A.P. and bill this vendor for our costs. James Ro and John Rice will try to locate a painter get bids.

B. Mulch distribution

Everett made a motion to accept bids from Big Earth at \$7800.30. John Biggins seconded and the motion carried unanimously. The vendor can begin distribution January 31st.

C. March Board Meeting & Election of Officers

A Second Notice has to be sent out 14 days prior to the annual meeting to be held on March 6, 2012 at 7:00pm. The Nomination Committee will be elected at the next board meeting.

D. Final Prep – Changing the Declarations

The group discussed the process for considering to change any Declarations. 75% of our membership is required to make an affirmative vote. It was agreed to target our annual meeting to initiate this consideration.

E. Lease 2332 Felicity Lane:

The owner requested the Board to allow a re-lease (within a year) of his property because his renter for > 1 year was forced to break her lease due to job relocation. The Board agreed with the owners request.

Board Member/Committee Reports

- A. Architectural Control Committee & Maintenance & Landscaping – (Everett) - Will review plant replacement for community
- B. Tenant Lease & Social – (Francine) - Deferred
- C. Neighborhood Watch Issues– (Nadine) - Deferred
- D. Financial/Investments – (John B.) - John reviewed the December & YTD 2011 financials. Our reserves are at \$ 509, 176., income YTD was over budget by \$ 18,160. and expenses YTD were \$ 59,905. under budget. An excellent year financially. John Rice added that delinquent dues continued to decline throughout the year (from \$ 140K to 90K) and that collection efforts were quite successful.
- E. Policy Development – Communications – (John R) – John summarized two on-going communication scenarios with residents about parking problems. In each case residents do not use their garage, one has four cars, the other has two + frequent visitors.
- F. Sunvast Management – Reports & Compliance Tracking – (James) – James summarized many of his administrative activities to include: the number of violation notices sent for garbage cans not in garage, lease/rental issues/inquiries, aged receivables (payment plans, lien activities, etc.) expired insurance notices (86 reminder notices recently sent to owners) and delinquent dues notices.

Next Meeting: The next meeting will be held on February 13, 2012 at 6:00 P.M., Lakeside Plantation CDD Clubhouse.

Adjournment: A motion to adjourn the meeting was made by John Biggins and was seconded by Everett Razlaff. John Rice adjourned the meeting at 7:20 P.M.

Respectfully Submitted,

James Ro, CAM