

Preserve at Lake Washington

Subdivision Homeowners Association, Inc.

Meeting Minutes: April 9, 2007

Board Members present: Bud DeVillers, Sharise Keels, Vince Greenwade, Bruce Mochwart, Rafael Estaban and Steve Scott. Marie Thibodeaux and Sara Bernin from Bayside Management Services (BMS) were also present.

Call to Order:

President Bud DeVillers called the meeting to order at 7:07 pm at the Eau Gallie Library.

Proof of Notice:

The Secretary posted the meeting notice in accordance with the By-Laws and Florida Statutes.

Minutes:

Minutes from the Organization meeting on 3/7/07 was approved by motion from Bruce, second by Bud. All in favor. Motion carried.

Officer's Reports:

Treasurer's Report- Bruce went over the monthly balance of \$28,312.66 in assets all deposited into a new Wachovia Bank account along with new deposit (dues) of \$2600.00 for a total of \$30,696.59 in assets. Twenty (20) lots are currently in arrears for 2007 and two (2) lots are in arrears for 2006. Management will send certified demand letters for collection purposes.

Committee Reports:

•**ARC Report-** Discussion regarding ARC guidelines needed and protocol to follow. The Doc's state there is a \$35.00 ARC fee and the committee has 30 days to review an application. Management was requested to email the Word document of the ARC application to Bud DeVillers as well as the disapproval letter.

•**Grounds Report-** The Landscaping Company hired by the Developer, Perez Brothers is paid \$500.00/month for grass cutting. Price was determined to be a 'good deal'. Discussion regarding landscaping the back entrance utilizing a resident and discounted pricing. Discussion regarding using a resident for lawn maintenance- not recommended at this time.

•**Social Report-** Stacey Jeffcoat volunteered to organize a 4th of July party/bbq. City of Melbourne will provide barricades (to block off the cul de sac) with the permit, no permit fee required.

Unfinished Business:

•**Transition Concerns-** Sod around mailboxes addressed. No other news.

•**Management Company-** Ala Carte Services discussed including collection of delinquent dues and Covenant Enforcement could be billed on a per hour basis (\$45/hour). Motion made by Bud DeVillers to hire per hour, second by Steve Scott. All in favor. *** Above motion later stricken.

Motion made to hire Bayside Management to handle covenant enforcement and select items for \$275.00 / month by Bruce Mochwart, Second by Vince Greenwade. Agreement can be revisited by either party on a need to basis. All in favor. Motion carried.

•**Registered Agent-**Discussion of what the registered agent's role is and who is best person to handle responsibilities. Motion made by Bud DeVillers for Bruce Mochwart to be Registered Agent, second by Sharise Keels. All in favor. Motion carried.

Discussion regarding 'Not for Profit' form necessary to file with the State before May 1st.

New Business:

•**Grievance Committee-** Bruce led discussion regarding suggestions for formation and procedures for committee. A request will be placed in the newsletter for volunteers for this committee (as well as any other committees). Motion by Vince Greenwade to form a Grievance Committee, second by Bruce Mochwart. Motion carried.

•**Neighborhood Watch-** Names submitted to City organizer for Block Commanders (Sharise, Bud, Steve, Vince and Bruce). Signs will be provided by City for free. Motion by Bruce Mochwart to approve Neighborhood Watch, second by Bud DeVillers. Approved by all. Motion carried.

•**Fence Options for Cul De Sac-** Discussion of foot traffic, use as emergency access. Quotes will be explored.

•**Liens-** Demand letter discussion on what to include, how to word: 15 day notice, includes all late fees, attorney expense etc. Discussion regarding the lien procedure. Motion by Bud DeVillers for the demand letters to be done, second by Steve Scott. All in favor. Motion carried.

Bruce Mochwart will call Maronda Homes to instruct them on where to send closing fees.

General Discussion:

•**Budget**-Bruce reviewed the preliminary budget outline. Extensive discussion regarding the budget and necessary expenses.

•**Next Meeting**- Tuesday, May 15th at 7:00 pm at the Eau Gallie Public Library.

•**Rehabilitation Letters**- discussion regarding what is expected according to the Covenants, what to look for upon inspection and best way to get the word out to residents that inspections will commence.

•**Reclaimed Water Pipe and Landscaping**- Discussion regarding necessity. Motion made by Bud DeVillers to install Reclaimed Water Pipe (expenditure allocated \$2,468.94), allocate \$1000 for landscaping and \$150 for administration costs, second by Rafael Estaban. All in Favor. Motion carried.

•**Retention Pond Gate**- Discussion of moving gate to better location/fixing gate, expenditure allocated \$275.00. Motion by Bud DeVillers to move gate, second by Sharise Keels. All in favor. Motion carried.

Adjournment:

There being no further business to come before the Board, a motion was made and seconded to adjourn at 8:54 pm.

These minutes were taken by Sara Bernin from BMS and approved by the Secretary:

Sharise Keels, Secretary