

Heritage Oak Park Community Association

Board of Directors Meeting

Minutes – June 15, 2010

The meeting of the Heritage Oak Park Community Association Board of Directors was opened at 9:30 A.M. by Vice President Brian Bitgood.

Roll Call: Present: Brian Bitgood, Don Oppenheim, Bruce Keller, Ed Alexander, Vera Allcroft

Absent: Sharon Rask, Troy Kosinski, Len Harvey

After the Pledge of Allegiance, the proof of the meeting being posted was established. A motion was made by Ed Alexander, seconded by Don Oppenheim, to approve the agenda as printed. **Motion approved.**

A motion was made by Don Oppenheim, seconded by Ed Alexander, to approve the minutes of the HOPCA Board of Directors meeting on May 18th and the minutes of the Board of Directors workshop on May 21st. **Motion approved.**

Officer Kettelson of the Charlotte County Sheriff's Office spoke to the audience concerning the need for constant vigilance in the community. He emphasized keeping doors locked and garage doors closed.

President's Report: in the absence of President Sharon Rask, this report was give by Vice President Brian Bitgood. A Consent of Action in Lieu of a meeting was taken in order to approve a contract with Pinnacle Lawn & Landscape Service for the estimated amount of \$9,750.00 to trim approximately 666 cabbage palms located on villas and Carriage Homes properties. This also included the Villa II contract with Mainscape for plants for up to \$2,400. A motion was made by Brian Bitgood, seconded by Ed Alexander, to approve this action. Motion approved.

Vice President Bitgood also reported a special meeting was held on May 21st at the request of the Villa II committee. A vote was taken and approved by a 2/3rd majority to change the Villa Park II restriction 10.10

Storm Protection: “Protective shutters, which have been approved by the HOP Architectural Committee, may be kept closed during an owner’s absence from May 1st to December 15th, providing they are promptly opened upon the owner’s return.”

HOPCA held a workshop on May 21st regarding our Alternative Management goal. Proposals were reviewed. Following discussion, the Board decided to create a list and Severn-Trent was placed at the top of the list. The President notified all of the companies who submitted proposals of our plans. Clarification and negotiation meetings will be scheduled with Severn-Trent.

Treasurer’s Report: Treasurer Don Oppenheim reported income for the month of \$10,258.40, expenses of \$10,605.58, leaving a negative balance of \$347.18. Reserves were reported of \$572,560.55. Bad debts and foreclosures were discussed.

Discussion followed on a contract to trim up to 50 oak trees in Villa IV. A motion was made by Don Oppenheim, seconded by Bruce Keller to approve this contract. After a short discussion, the motion was amended to add the name of Martinez Company. Voting on the amendment: Aye: Don Oppenheim Voting Nay: Bruce Keller, Ed Alexander, Brian Bitgood
Motion to amend failed. The original motion was then withdrawn by Don Oppenheim.

A motion was made by Bruce Keller, seconded by Don Oppenheim to discuss the insurance problems with Martinez Company. The Property Manager, Kim Ueding, reported the company has renewed its liability insurance, however, they are only allowed to trim trees from ground level. A waiver has been granted for Workers Comp for two workers, however, if a third person is brought in to work, that person would be uninsured and not allowed to work in the Park.

After further discussion, a motion was made by Don Oppenheim, seconded by Ed Alexander, to approve up to \$3,000.00 for Villa IV to have Pinnacle Company trim these oak trees. **Motion approved.**

A motion was made by Ed Alexander, seconded by Bruce Keller, to approve up to \$500.00 for oaks in the Carriage Homes section to be trimmed by Pinnacle. **Motion approved.**

A motion was made by Brian Bitgood, seconded by Ed Alexander, to approve up to \$800.00 for trimming oak trees by Pinnacle in Villa II. **Motion approved.**

A motion was made by Bruce Keller, seconded by Ed Alexander, to approve up to \$2,500.00 for 39 oak trees in Villa I to be trimmed by Pinnacle. **Motion approved.**

Architectural Committee: Brian Bitgood reported Architectural Standards are being revised and will be voted on at the next committee meeting. He also reported paint colors are being defined within the standards.

Communications Committee: Chairman Marsha Bitgood reported the committee has been granted use of the HOP logo on the Welcome Package cover and a few inserts. The package will be produced after completion of a few edits and comments.

A new telephone directory database is being prepared and information will be given concerning this in The Oak Leaf. A motion was made by Brian Bitgood, seconded by Don Oppenheim, to approve up to \$1400.00 for publishing of the directory. **Motion approved.**

Disaster Readiness Committee: Brian Bitgood reporting for Chairman Sharon Rask, stated the Disaster Readiness Day was very successful and plans are being made to hold a similar day early next year. ID photos were made and have been distributed which will allow entrance and exit of the Park as well as Charlotte County.

Alternative Management: Vice President Bitgood reported a workshop was held on May 21st involving a list of services for HOPCA required by the Board. The Board selected Severn-Trent and will be entering into negotiations with them. On June 16th, Severn-Trent will give a presentation to HOPCA and CDD on services they will provide.

HOPBAC: Chairman Bob Tingley reported the area near the pool his committee has been working on is finished. They are also working on several other projects as well. Vice President Bitgood thanked Bob and his committee for the work they have been doing.

Old Business:

Decoration Requests: A motion was made by Ed Alexander, seconded by Don Oppenheim, to move a plastic yard decoration from the grass area. Discussion following determined the decoration was a pink flamingo which was obstructing the lawn mowing. Voting Yes: Ed Alexander Voting No: Brian Bitgood, Don Oppenheim, Bruce Keller **Motion failed.**

Discussion was held on residents putting out garbage too early on the day before garbage pick-up. The result of the discussion was a decision that garbage should not be put out before 5 PM on the day before pick-up. It was suggested notices be sent out requesting cooperation and an article be put in The Oak Leaf.

Discussion was held on the length of a staff supporting decorative flags. A motion was made by Ed Alexander, seconded by Don Oppenheim, that a supporting staff for a decorative flag be no longer than 3 feet. **Motion approved.**

Vice President Bitgood reported he has received advice about changes in homeowner association laws effective July 1st relative to liens. He stated documents may need to be changed to conform to the law. Ed Alexander will review our documents to make sure they are in compliance.

Property Manager's Report: Property Manager Kim Ueding stated she has sent out 26 violation letters and 16 insurance compliance letters this month. She is continuing to process work orders on a timely basis.

New Business: An issue that has come up concerning the size of RV's parked in driveways while homeowners unload contents. Brian stated we will need to come up with a policy concerning this.

Discussion was held on a foreclosure in Villa III that required emergency entry into an unoccupied home in order to turn on electric power. After receiving legal advice it was determined that HOPCA will be responsible for payment of the electric bill until the foreclosure is settled. A motion was made by Don Oppenheim, seconded by Bruce Keller, to approve this action to be taken in an emergency situation for all neighborhoods. In discussion of the motion, Don stated the expenses incurred will be part of the lien and will be recovered when the unit is sold. **Motion approved.**

Board/Neighborhood Chair Comments: Bruce Keller, Chairman of Villa I, reported Mainscape has been to Thea Trumm's home to see what can be done regarding a problem at the back of her property. It was stated CDD will need to give approval for work to be done.

Discussion was held on the problem of rusting electrical boxes and the cost to replace them. It has not been determined whether these boxes are the responsibility of homeowners or if they are a HOPCA responsibility and this will need to be worked out.

A motion was made by Brian Bitgood, seconded by Ed Alexander, to approve Norma Watts as Co-Chair of Villa II and to add the name of Len Owens to the committee. **Motion approved.**

Audience Comments: Thea Trumm requested information on when the work will be done on her property. Property Manager Kim Ueding stated she is getting bids to do the work.

Liz Costello expressed concern with water standing in the driveway for her quad that is fairly deep and takes considerable time to seep away. She was informed this is a CDD problem and it was suggested she attend a CDD meeting to express her concern.

The next meeting will be held on July 2010.

The meeting was adjourned at 11:10 A.M.

Respectfully submitted,

Vera Allcroft, Secretary