

HERITAGE OAK PARK COMMUNITY ASSOCIATION

BOARD OF DIRECTORS MEETING

Minutes – May 18, 2010

The May meeting of the Heritage Oak Park Community Association Board of Directors was opened at 9:30 A.M. by President Rask. Following Roll Call which showed all members present, and the Pledge of Allegiance, Secretary Vera Allcroft confirmed the meeting had been properly posted. A motion was made by Troy Kosinski, seconded by Bruce Keller to accept the agenda as presented. **Motion approved unanimously.** A motion was made by Len Harvey, seconded by Don Oppenheim to approve the minutes of the workshop held on April 6, 2010. **Motion approved unanimously.** A motion was made by Don Oppenheim, seconded by Len Harvey, to approve the minutes of the Board of Directors meeting held on April 20, 2010. **Motion approved unanimously.**

President's Report: President Sharon Rask reported the 2009 audit has been completed and all residents have been notified. The project was coordinated by Gail Cinea at a cost just over \$400.

Villa II will hold a special meeting on May 24th, at which time a vote to change Villa II restrictions will take place to establish the period of time hurricane shutters may be closed.

Work on the Master Contract is complete. .

Approval was granted Villa III to enter into a contract with C&M Renovations for the replacement of four posts. The cost of \$1,961.68 which includes permits, was approved through a Consent of Action Taken in Lieu of a Meeting. The cost for the contractor plus the cost of the posts, will be charged to Villa III post reserves.

At this point, Officer Kettleson of the Charlotte County Sheriff's Office spoke to the audience. He emphasized the need to be vigilant and also spoke about crime prevention programs being offered by the County. He encouraged residents to become involved in community events.

Treasurer's Report: Treasurer Don Oppenheim reported income for the month of April of \$10,916.38, expenses of \$8,174.04, leaving a net balance of \$2,742.34. He also reported reserves of \$560,079.38. A motion was made by Brian Bitgood, seconded by Bruce Keller, to file the Treasurer's Report for audit. **Motion approved unanimously.**

A motion was made by Don Oppenheim, seconded by Brian Bitgood, to approve a contract for Villas IV in the amount of \$5,038.00 for plant and shrub replacement.

Motion approved unanimously.

A motion was made by Don Oppenheim, seconded by Troy Kosinski, to approve an expense of \$3,104.50 for plant replacement in Villas I. **Motion approved unanimously.**

A motion was made by Ed Alexander, seconded by Brian Bitgood, to approve up to \$1500.00 for the removal of Brazilian Pepper bushes in the Carriage Homes area. **Motion approved unanimously.**

A motion was made by Troy Kosinski, seconded by Don Oppenheim to approve up to \$3800.00 for the replacement of 236 bushes in Villas III. **Motion approved unanimously.**

Architectural Committee: Committee Chair Len Harvey reported seven applications to enclose lanais have been approved.

Maintenance Committee: Committee Chair Troy Kosinski reported 640 palm trees have to be trimmed and he is seeking proposals for this work to be done. Villa I Chairman, Bruce Keller, reported leaf pickup has been completed, and that he is working on a special project in an area of Red Oak Lane. Remaining gable replacement will be done this year, as well as the completion of garage painting. Art Cinea, Chairman of Villa III, reported leaf pickup has been completed. Work on posts will be started shortly. Carriage Homes Chair Ed Alexander reported his area is in good shape although a few replacement plants are needed.

Communications Committee: Committee Chair Marsha Bitgood reported her committee is completing work on a new Welcome Package. The committee will be organizing a Welcoming Committee in conjunction with the package roll out. In addition, Chairman Bitgood reported a proposal for a new telephone directory is being prepared. A new data base will be created to ensure all information is correct.

Disaster Readiness Committee: Committee Chair Sharon Rask reported work is completed on Disaster Readiness Day to be held on May 19th. She outlined the various areas that will be represented in the Lodge and recommended photo ID's for everyone needing them.

Sales and Rental Screening: Committee Chair Sharon Topping presented a report to the HOPCA Board expressing the need for a change in Park covenants if screening applicants for residence in the Park to be considered. She also reported that most Parks screening applicants charge a background check fee of \$100.00.

Alternative Management: Committee Chair Sharon Rask reported four proposals have been received and the committee is presently working on a service and cost

comparison. A workshop will be held on Friday, May 21st, at 10:00 a.m. in the Sports Bar for discussion on the proposals and determining the next step in this process.

HOPBAC: Committee Chair Bob Tingley spoke on various plantings that are planned for the public areas of the park pending approval from CDD.

Documents Committee: A motion was made by Ed Alexander, seconded by Troy Kosinski, to approve a request for a seasonal door decoration. **Motion approved unanimously.**

Property Manager's Report: Due to the absence of the Property Manager, President Sharon Rask presented the report on insurance violations. A motion was made by Len Harvey, seconded by Ed Alexander, to send a list of five addresses in violation to the Fining Committee. **Motion approved unanimously.** The Secretary was requested to notify the Fining Committee Chair.

Old Business: Director Troy Kosinski stated he will follow up on the status of trimming of palm trees and will report his findings to President Rask.

New Business: President Rask reported on an issue that was brought up at the JAC meeting last week. The shrubs that were planted too close to homes by the developer are now causing problems and need to be trimmed back. Residents should contact Mainscape and request a trim back of these plants. Another issue discussed is the problem of large dumpsters being placed in driveways that are too heavy for the area. Large vans used for deliveries or when residents are moving are also a problem since the driveways are not constructed for the weight of these trucks. A policy dealing with issues will be presented to the Board at a future meeting by Brian Bitgood.

Board Member Comments: Villas IV Chairman Jim Rask reported installation of gutter guards has been completed in this area, and trimming trees overhanging roofs has been completed. .

Audience Comments: Resident Thea Trumm reported that sand is constantly being blown into her lanai and her home whenever grass is trimmed. She would like to have the grass in her lanai area replaced. Maintenance Chair Troy Kosinski and Villa I Chair Bruce Keller will check to see how this problem can be resolved.

The next meeting will be held on Tuesday, June 15, 2010, at 9:30 A.M. in the Lodge.

Respectfully submitted, Vera Allcroft, Secretary