

Stillwater 3 Homeowners Association, Inc.
Board Meeting Minutes
Thursday, April 6, 2017

CALL MEETING TO ORDER: The meeting was called to order at 9:00 am by Steve Patty, President.

DETERMINATION OF QUORUM: A quorum was established. **PRESENT:** Steve Patty, Charlie Pickering, Beth Hanson. **PRESENT BY PHONE:** Jan Russell. **EXCUSED:** John Miranda. Also in attendance: James Ro-SunVast Management Company.

APPROVAL OF MINUTES: Motion made by Beth to approve the minutes from the March 9, 2017 meeting and seconded by Charlie. No discussion. Minutes approved unanimously.

TREASURER REPORT: 1.) Charlie reviewed financials for March. No written report available. 2.) Discussion of the Reserve Funds and specifically addressing the Roofing Reserve. Charlie's analysis shows we will need more funding for roof replacement. Ways to increase the roof reserve were discussed. This was a discussion only with no action taken.

MANAGER REPORT: 1.) Financial Audit is just beginning. 2.) New Front Gate should be here for placement tomorrow. Discussion followed with board members, management and homeowners regarding the two incidents this season involving front gate damage. 3.) Villa painting is done except for minor touch ups.

UNFINISHED BUSINESS:

COMCAST - Steve reported that the new cable contract will be signed soon.

RENTAL POLICY – Steve asked if there were any questions from board members regarding the information we received from the attorney. Discussion followed. Jan questioned #10 and the board decided to strike the word “board” and replace with “management.” Correction will be made and then the proposed policy will be mailed to homeowners for review. A vote by the board will take place when we meet again in November to approve the Rental Policy.

GENERAL VIOLATION PROCESS – Beth asked if there were any questions regarding the process or steps that must be followed per FL statues. No questions. Board discussed and agreed to have 5 people on the Fine Committee. Board members can submit name suggestions for the committee to Beth who will update the board as needed with the process. If other board members want to work with Beth on this - please contact her.

HURRICANE SHUTTERS – Homeowner, Mark Culotta, addressed his request to place accordion shutters inside his lanai. The shutters are hurricane grade & will be the color or very close to his exterior wall paint. This is only for the lanai area and not for windows or doors. It operates on a track from inside the cage. The shutter offers protection from severe weather and enhances home security when locked. Mark noted that from reviewing our HOA documents this shutter is permitted. Discussion followed. Vote to approve the shutters passed. (3 Yes / 1 No)

STANDING COMMITTEE REPORTS:

ARCHITECTURAL 1) Review of Arch Request Form that specifically refers to front yard curbing. Form has been updated that is in the clubhouse. Form on our website needs to be updated to include the wording that the homeowner is responsible for any damage to the curbing. James will take care of the website form.

LANDSCAPE: 1.) Sod Walk will be Tuesday, April 11 starting at 9 am until done. Volunteers will be walking the community to inspect the sod situation. We will assess what sod needs to be replaced and then work with BrightView on a sod replacement proposal.
2.) Looking at cleaning up the wild area inside the fenced area at the NW corner of Medical and Pine. It is a preserve area and therefore we must follow guidelines from Sarasota County. This will probably be a long term goal but will find out cost and rationale for doing the project.
3.) Started placing weekly garden tips in the community email.
4.) Bent and broken fence panels along Medical Blvd. have been ordered by BrightView and should be in place in the next week or so.
5.) Front Entry Gate Garden plants are looking stressed. BrightView will replace the bougainvillea plantings if needed that were planted in late November if they don't start improving soon.
6.) Gifting a Tree for the Commons Clubhouse/Pool area was briefly explained. More information will follow on our website and community email. The committee is looking at adding more palm trees and magnolias in this area with gifting as a way to fund the project.
7.) Without an irrigation source at the NW corner of Medical and Pine, landscape improvement is completed. Plantings were weeded and black mulch put down by committee members.
8.) A reminder that homeowners need to supplement watering their landscape plants when they look dry or stressed.
9.) Irrigation concerns were discussed at length between board, management & homeowners. Water comes from two sources for irrigation: EWD and our lake which is a retention pond. BrightView pulls water from the retention pond to irrigate when water is not available from EWD. Beth will request that EWD and BrightView start to work together to problem solve some of the concerns the community is having.

FACILITIES: Wayne Burke was not present. The question to continue to depend upon volunteers to complete various intensive projects was raised. The other option would be to start paying to have work done. The HOA board may need to start to budget for this. This was a discussion only with no action taken.

NEW BUSINESS: No New Business

OPEN COMMUNITY FORUM

*Homeowner, Karen Purdue

- 1.) Front entry gate damage and the individual that caused it
- 2.) Grilles left out in front of villas **Board agreed to publicize a reminder that grilles need to be put away when not being used.**
- 3.) Concern of gate codes freely given out
- 4.) Dead plants and palm at a villa **Beth commented that this concern has been addressed. Landscape did speak with the homeowner and dead plants have been removed.**
- 5.) Hedge to mask the pond at back entrance. **Beth explained that Landscaping did address this idea but because of the cost it will not be pursued.**

*Homeowner, Jay Gould

- 1.) Grass/Sod condition (discussed earlier in meeting)
- 2.) Sprinklers (discussed earlier in the meeting)
- 3.) Condition of pool deck

*Homeowner, Mark Culotta

- 1.) Hurricane Shutter (discussed earlier in meeting)

*Homeowner, Fran Ricci

- 1.) HOA recovery of damages to front gate and suggested a policy instructing homeowners to call sheriff to file a report ASAP when they observe damage to our community

Next Board Meeting: No date set but board will plan to meet in November when all board members are present in the community or a quorum can be established.

MEETING ADJOURNMENT: 11:15 AM

Respectfully submitted,

Beth Hanson,

Recorder for this meeting

