

Stillwater 3 Homeowners Association  
Board Meeting Minutes  
April 11, 2016

**Call Meeting to Order:** The meeting was brought to order at 2:33 pm by Steve Patty, Vice President.

**Determination of Quorum:** A quorum was established. Present: John Miranda, Steve Patty, and Beth Hanson. Offsite but on speaker phone: Jan Russell and Paul Brown. Present also: James Ro, property manager.

**Confirmation of Proper Meeting Notice:** The meeting notice was posted in accordance with Florida Statutes and Bylaws of this Association.

**Approval of minutes:**

- Minutes of HOA Board Meeting, March 16, 2016 were approved.
- Minutes of Continuation of the Annual HOA Meeting, April 7, 2016 were approved.
- Minutes of HOA Board Meeting, April 7, 2016 were amended and approved. Correction was the cost of the swimming pool heater from \$3,500 to \$3,700. (Recorder error)

**Report of Manager:**

- FYI-Swimming pool heater replacement begins this week along with sidewalk grinding.
- FYI-Landscape Maintenance Company has changed its name from ValleyCrest to [BRIGHTVIEW LANDSCAPE SERVICES](#).
- FYI-Fence Extension for additional security located near front entrance would be for one panel of fence and it would run from the "post" to water. This is an area where trespassers are entering our property. Cost should be around \$500.

**Treasurer Report:** March 2016 Financials are not available yet.

**Unfinished Business:**

- **Cable TV Survey**-Survey form was reviewed & revised. It will be mailed to homeowners & will include a stamped envelope for return to SunVast by May 15, 2016. The survey explains the cable TV situation for Stillwater 3 homeowners. The question on the survey is:

DO YOU WANT TO KEEP TV SERVICE AS PART OF YOUR MONTHLY HOA FEE?
___(YES) ___(NO)

- **Security**

A.) Follow up to Questions from Homeowner Forum on 4/4.

1. The HOA may post as many NO TRESSPASSING signs as deemed necessary within our subdivision property but their size cannot be larger than 2 square feet per Sarasota County-Zoning Administrator. No permit is needed to post. (Beth Hanson). 2. There is no reciprocity between Sarasota Sheriffs and Charlotte County Sheriffs (Beth Hanson). 3. As mentioned earlier a fence extension at the main gate area would cost about \$500 (James Ro).

B.) Mike Frost from the Security Ad Hoc Committee gave a presentation to the HOA board and homeowners in attendance. Deputy Catherine Duff is a Sarasota County Deputy Sheriff with the Crime Prevention Unit. She visited this community and noted the following concerns: \*Street lighting and oak tree obstructions, \*Manuel Lock/Key entrances at pedestrian gates, \* Gate box with an arm apparatus allows people to step up on this and get over the gate, \*Security Camera in front of the clubhouse is easy to disengage plus the security camera focusing on the pool area should have a "cone cover", \*The wooded area on the north side of the property allows for easy access and it was suggested that this HOA talk with the new development to work together to discourage trespassers, \*Hurricane Shutters could be places on lanai sliding doors for more security when "snowbirds" are gone, \*Sensor Dust Outdoor Lights on exterior garage lights would provide more light when it is dark and the cost would be under \$8.00, \*Call 9-1-1 when help is needed.

**The board will set a date in the fall to have Deputy Duff give a formal presentation to the community. The board will take these suggestions under advisement.**

The board thanked Mike Frost for his involvement putting this together and working with Officer Duff. Handouts were given to board members and Beth will mail these handouts to Paul and Jan.

- **Cleaning Service for Clubhouse**-Tabled until more information is available from James Ro. FYI- The volunteer cleaning of the clubhouse runs thru the middle of April, 2016. Steve has replenished supplies for the clubhouse. There have been about 12 couples or individuals that have cleaned the clubhouse for the winter season.

## **Standing Committee Reports:**

- **Architectural Control:** Nothing to report
- **Landscape (LC):** This committee met earlier today, April 11.
  1. The LC asked Sarasota County to consider a variance in the county tree ordinance to allow oak trees in this community be removed that are an obstruction with street lighting. Elizabeth Baylis from the Environmental Protection Division at Sarasota County did visit our community and viewed the oak trees near the streetlights. Ms. Baylis stated there is not a variance to have the trees removed before the 7 year county requirement. Unless the tree is currently causing a safety issue such as pushed up sidewalks or a property damage issue such as power outages with documentation noting that tree roots were the issue- their removal would not be approved.
  2. The LC is requesting that James Ro look at other Landscape Maintenance Companies and select three for this committee to review in late summer or early fall when budget and contracts are prepared. James Ro will do this.
  3. The LC is requesting permission to proceed to improve the appearance of both entry gate areas that are contained in an oval raised cement area dividing the in and out traffic flow. LC presented a sketch of the proposed area which would utilize colorful, FL Friendly perennial plants and grasses. No annual flowers would be involved. Discussion only-No action taken. From this discussion the LC will develop 2 plans, get very specific on the cost and present ideas in the fall.
- **Facilities:** FYI-The entrance gate is occasionally opening slowly. (James Ro)

## **New Business:**

- **Covered Vehicles in Driveways**-Discussion only. James Ro has received some communication from homeowners regarding this concern. President Paul Brown will contact the 2 owners that have covered vehicles in their driveway.
- **Updated HOA directory**-Discussion only. No new directory at this time.
- **Leasing Amendments and Formation of Leasing Committee**-John Miranda will head this new committee & will receive guidelines from James Ro.

**Homeowner Open Forum:** No questions or comments from homeowners.

**Adjournment:** Motion to adjourn by John Miranda and seconded by Paul Brown. No discussion. Motion carried by unanimous vote. Meeting adjourned at 3:42pm.

Respectfully submitted,

Beth Hanson