

Homeowners Association at Westwood Lakes, Inc.  
Board of Directors Meeting Minutes  
Bayanihan Center  
August 13, 2012

**Call to Order/Establish Quorum:**

President Linda Bailes called the meeting to order at 7:03 PM. Present were Linda Jones Bailes, Tim Delikat, Chuck Fuller, Michelle Cardenas, Suzy Jackson and Walter Pilat. Jill Ellis, our community manager, was present as were several residents. The meeting was properly noticed and a quorum of Directors was present.

**Approval of Minutes:**

The July 2012 meeting minutes were approved as corrected by motion of Michelle Cardenas and a second by Tim Delikat. Vote to approve was unanimous.

**President's Report:**

President Bailes welcomed all attendees and opened her discussion by reading a section of our documents, Article 14 Section 14.5 which describes the duties of the President. Additionally, she cited sections of corporate law. Discussion followed and a motion was made by Chuck Fuller and seconded by Tim Delikat.

*No board member shall have the authority to obligate the association to expend legal fees without authorization of the Board. Exceptions to this would be with the collections and associated duties being undertaken by the Treasurer. In the case of an emergency, such approval may be obtained by notification of all Board Members and approval by a majority.*

Vote: For: Chuck Fuller & Tim Delikat

Against: Linda Jones Bailes, Michelle Cardenas, Suzy Jackson and Walter Pilat

Motion denied

**Treasurer's Report: July 31, 2012**

**Financial Update:** Tim Delikat reported on the financial status of the community.

Operating - First Community Bank	<b>\$177,856</b>
Total Reserve Assets	<b>\$449,922</b>
Accounts Receivable	<b>\$62,074</b>

\*24 Accounts owe more than one assessment 3.7%)

\*95 Accounts owe one assessment (14.4%)

Expenses are Under Budget by \$23,717

**\*Review Investment Options for Maturing C1 Bank CD**

C1 Bank CD in the amount of \$102,603.10 matured on 8/6/12 (was earning 1.35%)

BankUnited CD of \$93,171.89 will be maturing on 9/19/12

Most attractive rates appear to be rolling over to 2 Year C1 Bank CD at 0.95%

or Popular Community Bank Money Market (earning 1%through end of year at least).

*Motion to approve rolling over maturing C1 Bank CD into a 2 Year C1 Bank CD at 0.95%*

Motion by Tim Delikat seconded by Chuck Fuller    Vote: Unanimous/Approved

Collections Review

- \*34 Accounts are in Attorney Status
- \*23 of these Accounts are Bank Foreclosures
- \* 3 of these Accounts are HOA Foreclosures
- \* 2 of these Accounts are Bankruptcy Filings
- \* 6 are for Non-Payment of Assessments (All Have Liens Placed)

**Delinquent Accounts:**

**\*Review Lot 02024 - Status of Lender Foreclosure**

Lender Foreclosure Sale took place on June 21 and new owner per Certificate of Title is Secretary of Veteran Affairs. The yard and home are in disrepair. Resource Property Mgmt has been working hard to contact the New Owner and reported home to county.

*Motion to approve OneSource to mow and edge this property at 12564 Leatherleaf during week of August 6 and every 2 weeks until New Owner starts maintaining property. Chuck added to motion that yard be mowed only once per month starting October 30.*

Motion by Tim Delikat seconded by Chuck Fuller    Vote: Unanimous/Approved

**\*Review Lot 05011 - Current Status & Waive Late Fee**

Homeowner currently owed \$372.75 which includes April & July Assessments and Late Fees. Account was sent to our Attorney in mid July but has been put on hold to let us work this account out with homeowner. Homeowner is currently on disability due to serious illness and promised to pay amount due by August 24.

*Motion to approve waiving Late Fees of \$50 with remaining amount to be paid by August 24.*

Motion by Tim Delikat seconded by Chuck Fuller    Vote: Unanimous/Approved

**\*Review Lot 10010- Status of HOA Foreclosure**

Homeowner currently owes \$1,576.70 plus Legal Fees. The Hearing on Motion for Summary Judgment is set for August 22 and has been Uncontested so far. Judgment should be entered at that time and sale date set for approximately 30 to 45 days out. The condition of this house is considered poor as it is in Enforcement & Fining List.

**If Foreclosure Sale is necessary, options include a 3rd party being successful bidder or Association taking title and renting home back to homeowner.**

**\*Review Lot 05039- Status of Lender Foreclosure**

Homeowner currently owes \$2,123.04 plus Legal Fees. Lender Foreclosure was filed in July 2009 and has moved along slowly. House is vacant and in poor shape with complaints from neighbors.

**Based on the results of the Case Management Conference, the Foreclosure Sale has been set for September 14.**

Motion made by Michelle Cardenas seconded by Suzy Jackson to accept the Treasurer's report.  
Vote: Unanimous/Approved

## **Manager's Report:**

Manager's report included with board packet. The following items were discussed.

1. Preliminary budget for 2013 has been prepared by accounting.
2. Special event insurance from Advanced Insurance including restrictions related to community events such as the proposed fishing derby. RPM has requested that the insurance agent provide this coverage as a blanket event policy for our next insurance renewal.
3. Spring Fling invoices were discussed and comments were received from the audience as to fund future events in the community.
4. Westwood Lakes Blvd resurfacing has been postponed to August 27<sup>th</sup> due to weather related conditions.
5. Sawgrass gates were disabled by a lightning hit and power surge. The contractor and manufacturer's representative are scheduled to inspect the installation and provide recommendations.
6. Lakes and Landscape to be covered in Committee reports.

## **Old Business:**

### **Final approval of ACC Guidelines**

Motion by Suzy Jackson seconded by Michelle Cardenas to approved the revisions to the ACC guidelines as presented in the packet. Vote: Unanimous/Approved

## **New Business:**

1. Insurance coverage for community events. See item 2 in Manager's report.
2. Budget Meeting Dates: Draft Budget Review: Sept. 9<sup>th</sup> Final Review: October 8th

## **COMMITTEE REPORTS:**

### **Lakes Committee.**

Walt Pilat reported that Heidt Engineering has completed the SWFWMD Inspection for Proper Operation and Maintenance review of all our lakes. They have signed and submitted all necessary paperwork to the water management district. There is a short punch list of non-critical items that will be taken care of once the water level recedes to allow design depths to be restored at some outfall structures. Additionally, RPM has received from SWFWMD renewals of all our permits good through June 2017.

### **Landscape Committee:**

Jill Ellis provided a brief summary of the monthly landscape meeting and drive through from August 7<sup>th</sup>. Area of concern were the completion of the mowing schedule each week, specifically some lake and park areas. OneSource to provide a progress report and punch list related to discussed items.

**ACC Committee:**

See separate meeting minutes.

**Activities Committee:**

Discussion was held during the manager's report as to the number and scale of events. Additional funding for events will be discussed as part of the budget review process. RPM and Tim will look at areas of the budget where funds may be available based on current expenditures.

At 8:53 PM, a motion to adjourn was made by Chuck Fuller and seconded by Michelle Cardenas. The vote to approve was unanimous. The next meeting is scheduled for September 10, 2012 location of the Farnell Middle School Library to be confirmed.

Respectfully submitted

Walt Pilat, Acting-Secretary