

Homeowners Association at Westwood Lakes, Inc.
Board of Directors Meeting Minutes
Upper Tampa Library
February 9, 2015

Meeting called to order at 7:00pm.
The meeting was properly noticed.

Attendance:

Board members in attendance were Susan Rose, Chuck Fuller, Julie Morales, Linda Jones Bailes, Pam Hazel, Sheryl Gomes, and Walt Pilat. Kelly Moran was present from Resource Property Management.

Meeting Minutes:

Review of previous meeting minutes. Walt Pilat made a motion to accept the amended meeting minutes, the motion was seconded by Susan Rose, the motion carried unanimously.

President's Report:

Goals: Chuck Fuller would like to install fountains in Lake 2 and Lake 4, it will add value to our neighborhood. Sheryl Gomes would like to research decorative garage door options. Linda Jones Bailes would like to look into getting maintenance of the county park back to the county, more specifics need to be added to our landscaping RFP, she would also like to enhance the St. Pete easement. Pam Hazel would like to work on maintaining the landscaping in our neighborhood. Julie Morales would like to update our community message boards and will research dog clean up stations. Walt Pilat would like to update our landscaping throughout the neighborhood, including the front entrance landscaping to enhance our neighborhood. Susan Rose would like to enhance the website and communication to homeowners, she would like to enhance the landscaping throughout the neighborhood, will work toward getting our county park updated and would like to update and review the ACC guidelines and rules.

Treasurer's Report:

At the close of 2014, our finances are \$10,141.42 under budget and there was \$15,962.83 carried over to the 2015 budget, as approved by the homeowners at the annual meeting.

Financial Report:

Operating Account: \$274,627.96

Reserve Fund: \$486,874.49

Under budget for year by \$10,720.00

Accounts Receivable: \$27,621.67

9 accounts owe more than one assessment

70 accounts owe one assessment

Collections:

22 accounts with the attorney:

- 18 lender foreclosure
- 1 HOA foreclosure
- 1 bankruptcy filings
- 2 nonpayment of assessment/liens

Susan Rose made a motion to approve the Treasure's report, Pam Hazel seconded the motion, motion passed unanimously.

Management Report:

Kelly Moran, our property manager, presented her report which included information on the upcoming RFP for our landscaping contract, ideas for new community message boards, communication from homeowners, and information on using the One Source website.

Chuck Fuller made a motion to have Kelly Moran, our property manager, to send a letter of nonrenewal to ABM stating we would like to establish a month to month contract, Linda Jones Bailes seconded the motion, the motion carried unanimously.

Board Action Items:

- Walt Pilat made a motion to accept the extra work proposal to replace red rock and Bulbine plants under the HOA notice signs, Pam Hazel seconded the motion, the motion carried unanimously.
- Chuck Fuller made a motion to accept the extra work proposal to install planters with flowers at the front of Coral Berry and Tar Flower, Walt Pilat seconded the motion, the motion passed unanimously.

- Chuck Fuller made a motion to table the extra work proposal for installation of Bahia sod and have Kelly research better priced sod. Julie Morales seconded the motion, the motion carried unanimously.

Landscaping

The Board reviewed and discussed the Project Manual for Landscaping and Irrigation Maintenance Services. The tentative schedule is as follows:

- The RFP will be sent out on February 20, 2015
- The mandatory pre-bid walk through will be on March 5, 2015
- Bids will be submitted by and opened on March 26, 2015
- The Board will work on the bids on April 13, 2015
- The Board will select a vendor and assign the contract on May 11, 2015

Activities

- The Great Egg Hunt will be March 22, 2015 at 4pm at the county park. Susan Rose made a motion to spend \$400.00 on the event. Julie Morales seconded the motion, the motion carried unanimously.
- Susan Rose made a motion for Spring Garage Sale to be held on March 14 or 21 depending on Goodwill, Sheryl Gomes seconded the motion, the motion carried unanimously.
- Walt Pilat made a motion to spend up to and not to exceed \$1,600.00 on Spring Fling to be held on April 19, 2015, Sheryl Gomes seconded the motion, the motion carried unanimously.

Adjournment:

Chuck Fuller made a motion to adjourn the meeting, Sheryl Gomes seconded the motion; and the motion passed unanimously. The meeting adjourned at 9:00pm.

Next Meeting: March 9, 2015

Upper Tampa Library

Submitted by Julie Morales, HOA Secretary