

COTTAGES AT WINDING CREEK, A CONDOMINIUM

C/o Sovereign and Jacobs
461 A1A Beach Blvd.
St. Augustine, FL 32080

REGULAR MEETING OF THE BOARD OF DIRECTORS February 5, 2019

Record of attendance:

Robert Orsino, President present
John Battistini, Vice President, present
Alan Rakitin, Sec. / Treas., present
Tom Angle, Director, absent

Also present were Michelle Brown, Licensed Community Association Manager, Sovereign and Jacobs Property Management.

Roll was called, and a quorum of the Board of Directors was certified to be in attendance.

In accordance with Chapter 718.112(2)(c), F.S., proper notice of the Regular Meeting of the Board of Directors was posted at least 48 days prior to the meeting. The meeting was open to all Owners to attend and speak to Agenda items.

Robert Orsino, called the Meeting to order at 10:03 am

Approval of Minutes:

Alan Rakitin **moved** to approve the October 23, 2018 minutes as drafted, John Battistini seconded the motion. Motion passed. Alan Rakitin moved to approve the December 18, 2018 Organizational meeting minutes as drafted, John Battistini seconded the motion. Motion unanimously passed.

Committee / Officer Report:

None

Treasurer Report:

Through December, the association had \$98,702 in operating and \$497,292 in reserves. Accounts Receivable was \$2,493. The Association operated below budget for the month in the amount of \$4,539 and ended the year under budget in the amount of \$10,386.

Manager Report:

Several visits were made to the community since the last board meeting. During my latest visit to the community not only noted any violations but closed several that have since come into compliance.

The gutter cleaning that was approved during a previous board meeting has been completed.

I have been accepting proposals for the updated insurance appraisal and reserves study.

Unfinished Business:

- Roof Repairs – The roof inspections and repairs are in progress. Many of the lower roofs have been repaired according to the inspections.
- Roof Inspections – Most of the buildings have been inspected, 13 are left. The next round of inspections are scheduled for buildings 100, 200, 300 and 400.

New Business:

- Pool – Chairlift
 - Proposals for a chairlift submitted for review and consideration. One of the recommended vendors refused to submit a proposal due to the changing Federal guidelines and liability. Discussion ensued. The board decided to pend this item for further research.
- Landscaping – the new landscape company Mulch and More has started their contracted services. Discussion regarding the vines and hedges cleanup along US1. Michelle to coordinate the removal / replacement of the three dead palms also the sod replacement of those areas that were damaged by the mole crickets.
- Parking – There have been vehicles parking on the street after hours, they have been issued tow warnings and or received a violation letter. Discussion regarding owners parking in the overflow parking lots, it was determined that these spaces are a first come first serve spaces, but the board encouraged owners to park in their garages and or driveways and to save the overflow parking for guests.
- Speed Bumps – the rubber speed bumps in the community are beginning to deteriorate. The board is considering replacing them with asphalt speed humps. Michelle Brown to get proposals for the speed humps once the board has confirmed the locations of the speed humps.
- Leases – Management has been monitoring leases and tracking them within the community. The leases of record 45, 25% of the community are registered leases.

Adjournment:

Alan Rakitin moved to adjourn at 10:48 am, Robert Orsino seconded the motion. Motion passed. The next board of directors meeting will be determined on a later date.