

**Arrowhead Estates Homeowners' Association, Inc.**  
**Board of Directors Meeting**  
Held Tuesday June 27, 2017 at 5:30pm  
At the Cooper Memorial Library, 2525 Oakley Seaver Dr, Clermont, FL 34711, Room 221

**Meeting Minutes**

**Directors Present:** Judy Hilliard, Dave Springer, Bridget Murphy, Jo Ann Hughes, Lauren Cross

**Directors Absent:** Lynn Patrick, Erick Rodriguez

**Association Manager:** Richard Eckelberry representing Vista Community Association Management

1) **Call to Order**

Judy Hilliard called the meeting to order at 5:32pm

2) **Establishment of Quorum**

A quorum of the board was established. A majority of members were present, with Lynn Patrick and Erick Rodriguez being absent..

3) **Proof of Notice**

The meeting notice was posted on Friday June 23, 2017 on the meeting sign at the entrances to the community and was also posted on the HOA facebook page.

4) **Appoint new director**

A request was received from Lauren Cross of 14636 Dream Catcher to service on the board directors and fill the vacant seat due to Larry Blackwell's resignation.

Motion was made by David Springer and was seconded by Jo Ann Hughes to appoint Lauren Cross to the board of directors. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Lauren Cross joined with the board of directors. Lauren Cross will serve the remainder of Larry Blackwell's term which expires at the annual meeting in 2019.

5) **Approval of Previous Meeting Minutes – May 23, 2017**

A correction was noted as needed in the May 23, 2017 minutes. Under Call to Order, the time of 6:30am to be corrected to say 6:30pm.

Motion was made by Jo Ann Hughes and was seconded by David Springer to approve the May 23, 2017 board meeting minutes with the correction. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

6) **Financial Report**

Richard Eckelberry summarized the financials.

Motion was made by David Springer and was seconded by Lauren Cross to approve the May Financials. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

7) **Managers' Report**

The board of directors received the managers' report.

Richard Eckelberry reported that he had been in contact with the county regarding the retention pond along Old Highway 50. The county had previously installed an orange fence around a portion of an area by the trail as there was some erosion issues. The county has removed the fence and mowed the area, and will continue to monitor it.

Richard Eckelberry will contact Top Notch Landscaping regarding the 7 islands throughout the community not being mowed.

8) **Inspections Report**

The board received the inspection report.

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Richard Eckelberry reported on a property that has not responded to violation notices to have their driveway cleaned. Jo Ann Hughes stated that the owner of the property also owns another home in the community. Richard Eckelberry will verify the address on file and try to reach the owner.

#### 9) **ARB Committee Report**

There was 3 Approved Application: 16209 Apalachee to have a tree removed. 16436 Arrowhead Trail for a roof replacement. 16522 Arrowhead Trail to paint.

##### a. Committee Candidate Request

A request was received from Debra Crew to serve on the Architectural Review Board.

Motion was made by Jo Ann Hughes and was seconded by Lauren Cross to accept Debra Crews to serve on the Architectural Review Board. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

• Motion was made by Jo Ann Hughes and was seconded by David Springer for the attorney to send the next letter to 16055 Arrowhead Trail regarding the fence installed without approval. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

#### 10) **Old Business**

##### a. Landscaping around Pond

The board discussed the quote was received from Top Notch Landscaping to installing plantings with concrete borders and mulch around the pond for \$3229. The board decided not to take any action at this time.

##### b. Pool Parking area lighting

A quote was received from Duke Energy for \$830 to install a new LED light pole at the pool parking area. The cost per month on the electrical bill would be a \$4 a month increase. To perform trenchless installation would cost \$14.09 per foot.

A quote was also received from Advance Electric for \$272 to install 2 motion lights. A quote was previously received from Alarm Protection Center for \$350 to install 2 motion lights.

Motion was made by Lauren Cross and was seconded by David Springer to accept the quote from Duke Energy to install the additional LED light pole at the pool parking area, and not to do the trenchless installation. Cost to be expensed from the Capital Savings Reserves. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

##### c. Other old Business

A quote was received from Complete Custom Fence to install four 8 foot horizontal bars on the pool fence where the roof overhangs to the fence to try and prevent kids from bending the bars for \$790. The board decided to table this item and also ask for Complete Custom Fence to give a price to install chain link fence.

#### 11) **New Business**

##### a. Dream Catcher Island Sod

A quote was received from Top Notch Landscaping to install a pallet of Bahia sod to the island on Dream Catcher for \$375. This item was tabled to see if the island would fill in throughout the rainy season.

##### b. Raise Oak Canopies along Arrowhead Trail/Pond

A quote was received from Top Notch Landscaping to trim and raise the canopies on the trees by the pond along Arrowhead Trail for \$650. The board stated that the county had already taken care of raising the canopies of the trees throughout the community.

##### c. Split Oak Tree Removal

2 quotes were received to remove an Oak tree by the pond along Arrowhead Trail due to the tree starting to split. A quote from Top Notch Landscaping was for \$1800. Another quote from Enviro Tree Service was for \$1500

Motion was made by Bridget Murphy and was seconded by Lauren Cross to accept the quote from Enviro Tree Service to remove the split tree for \$1500. Cost to be expensed from line item 6560. Call to Vote: Judy Hilliard – Yes. Jo Ann

Hughes – Yes. David Springer – No. Lauren Cross – Yes. Bridget Murphy - Yes. A majority of the board members present voted to approve. Motion Carried.

d. Irrigation Repair

A quote was received from Top Notch Landscaping to make repairs to the irrigation for \$730. This item was tabled to get additional estimates.

e. Other New Business

Judy Hilliard thanked Bridget Murphy for the landscaping work she did at the pool, Don Hughes in fixing the front entrance lighting, and Jo Ann Hughes for posting the pool permit.

Judy Hilliard reported that the beautiful home program is coming up. Liz Thompson volunteered to be on the beautiful home committee.

Judy Hilliard reported that Gale Springer will be writing an article for the newsletter which will be going out by July 15, 2017. Newsletter information should go to Judy Hilliard or Bridget Murphy by July 7, 2017.

12) **Open Session**

There was no further discussion requiring action from the board.

13) **Adjournment**

Motion was made by David Springer and was seconded by Lauren Cross to adjourn the meeting at 6:51pm. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

14) **Next Meeting**

Next meeting will be on Tuesday, July 25, 2017 at 6:30 p.m. at the Clermont Baptist Church, 16115 Old Hwy 50.

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