

**MINUTES OF
ARROWHEAD ESTATES HOMEOWNRES' ASSOCIATION, INC.
REGULAR MEETING OF THE BOARD OF DIRECTORS**

Date: Tuesday, September 27, 2016, 6:30 o'clock p.m.

Place: Clermont Baptist Church, 16115 Old Highway 50, Clermont, Florida

CALL TO ORDER

Judy Hilliard officiated and called the meeting to order at 6:30 p.m. and a quorum was established and proper 48 hour posted notice was verified.

PRESENT

Directors Present: Judy Hilliard, Bridgett Murphy, Jo Ann Hughes, Larry Blackwell, Lynn Patrick, and Erick Rodriguez were present. David Springer was not in attendance.

Others Present: John L. Bagwell, LCAM and Justin Parris, LCAM.

APPROVAL OF MINUTES

Larry Blackwell made a motion to approve the minutes of the August 23, 2016 regular directors meeting, as presented. Lynn Patrick seconded the motion and the motion was carried unanimously.

COMMITTEE REPORTS

Financial Report: John Bagwell, Community Association Manager, gave a brief recap of the financial report, stating that the association was in good financial condition. A question arose as to why the figure in the Center State Bank reserve account was different than the amount below under "Subtotal Reserves". The manager stated he would find out and email to all board members. There was also a question as to what the "Deferred Assessments" figure represented, and how that differed from "Prepaid Assessments". Until the board received answers to these questions, the report was not approved.

Manager's Report: John Bagwell delivered the managers report, a copy of which is attached to these minutes for informational purposes. Various members of the board and the manager met with Firehouse Landscaping to get a bid on Christmas decorations. After inspecting the common areas, it was noted that the cul-de-sacs on several of the short streets were not being mowed, as well as the grass area of the pool and the retention pond near Wishing Wind Way and Arrowhead Trail. The manager has spoken with Billy Butterfield of Ameriscapes and will follow up.

Front Entrance Landscaping: Several board members stated that the front entrance landscaping needed to be cleaned out before Christmas lights could be installed. The Christmas light decorations would be discussed later on the agenda.

Violation Report: John Bagwell reported on violations outstanding. Inspections were conducted on Friday, September 14, 2016 and again on September 16, 2016. A copy of the Violations Report was included in each board member's packet. Mr. Bagwell

advised that a violation had been sent to the owner keeping chickens on Wishing Wind Way.

Architectural Review Committee Report: Jo Ann Hughes reported that all ARB applications submitted in AUGUST, subsequent to the last board meeting, and all submitted in August to date, had been acted upon as follows:

16055 Arrowhead Trail: placing trash cans in front of fence, denied.

14628 Wishing Wind Way, Approved.

16201 Arrowhead Trail, Painting Approved.

165000 Arrowhead Trail, Tree removal (only) approved. Extension of patio not approved, no plans submitted.

14624 Dream Catcher Court, removal of palm tree approved.

OLD BUSINESS

Front Entrance Landscaping. The matter of the front entrance will be further considered at the next meeting. Larry Blackwell will see what can be done to have the area cleaned out first. Further the board determined that electrical boxes on the front entrance needed to be moved or additional boxes added to make it easier to install decorative lights. Upon motion made by Larry Blackwell and seconded by Bridget Murphy, it was unanimously resolved to get 3 bids to put quad outlet boxes at each end of the each entrance sign.

Front Entrance Christmas Lights. The board decided to decline the bids from the two vendors, Lighthouse, and Firehouse, and instead, to use existing decorations and volunteer labor for the project. Installation of the lights would begin as soon as the front entrance area could be cleaned of excessive weeds and brush. The board set a deadline for cleaning the landscape area at October 15, 2016.

Fall Festival. The fall festival committee would meet at 9/29/16 at 9AM to finalize plans.

Payment to Spies for Pool Leak. The board declined to pay the invoice for pool leak detection until it could be determined what caused the pool light to be inoperative, and whether this was caused by the work done by Spies.

NEW BUSINESS

The board next considered the CPA's Engagement letter which the manager presented for consideration. Jo Ann Hughes advised that the charge for the yearly compilation audit was the same as previous years. Upon motion made by Jo Ann Hughes and seconded by Larry Blackwell, the board accepted the CPA's offer, and Judy Hilliard, Acting President was authorized to sign the document, which was so done. The manager was instructed to forward same to Mr. Michalak.

Swimming pool leak testing. The board next considered the invoice received from Spies pool but deferred authorizing payment until it could be determined that Spies was not the cause of the pool being closed by the health department because of an underwater light being inoperative.

OPEN SESSION

All homeowners present were given time to voice their concerns. Other than comments that had been made at appropriate times during regular business, no new issues or concerns were presented.

ADJOURNMENT

Larry Blackwell made a motion that the meeting be adjourned. Bridget Murphy seconded the motion and the motion was unanimous. The meeting was adjourned at 7:43 o'clock p.m.

NEXT MEETING

October 15, 2016, 10:00 o'clock a.m., Arrowhead Estates Pool Cabana, Clermont, FL, in conjunction with the fall festival.

November 22, 2016, 6:30 o'clock p.m., Clermont Baptist Church, Old County Highway 50, Clermont Florida (budget meeting).

**Respectfully Submitted
For the Secretary**

John L. Bagwell, LCAM

Vista Community Association Management

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