

# Arrowhead Estates Homeowners' Association, Inc.

## Board of Directors Meeting

Held Tuesday August 28, 2018 at 6:30pm

At the Clermont Baptist Church, 16115 Old Hwy 50, Clermont, FL 34711

### Meeting Minutes

**Directors Present:** Judy Hilliard, Jo Ann Hughes, Lynn Patrick, David Springer, Bridget Murphy, Gemma Waldon

**Directors Absent:** Erick Rodriguez

**Association Manager:** Richard Eckelberry, LCAM, Vista Community Association Management

#### 1) Call to Order

Judy Hilliard called the meeting to order at 6:30pm.

#### 2) Establishment of Quorum

A quorum of the board was established with six members present. Erick Rodriguez was absent.

#### 3) Proof of Notice

The meeting notice was posted on the meeting sign at the entrances to the community on August 25, 2018.

#### 4) Approval of Previous Meeting Minutes – July 24, 2018

Motion was made by Lynn Patrick and seconded by Gemma Waldon to approve the July 24, 2018 meeting minutes as presented. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

#### 5) Financial Report

Richard Eckelberry summarized the financials.

Jo Ann Hughes had questions regarding the owner cash receipts not balancing on the general ledger. Richard Eckelberry will get with Penny Walker on this.

Motion was made by Jo Ann Hughes and seconded by David Springer to waive all the small balances of \$3.55 and under as presented in the July financials. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

A request was received from an owner on Wishing Wind Way for a waiver of the interest charges of \$5.61. The board had discussion regarding the account history of the property, and the property has requested fee waivers in prior years, which had been granted by the board.

Motion was made by Lynn Patrick and seconded by David Springer to deny the request to waive the interest charges of \$5.61. Call to Vote: All board members present voted unanimously to approve, except for Gemma Waldon who abstained from the vote. Motion Carried.

Motion was made by David Springer and seconded by Jo Ann Hughes to approve the July Financials. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

#### 6) Managers' Report

The board of directors received the managers' report.

#### 7) Inspections Report

The board of directors received the inspections report.

The property on Wishing Wind Way with multiple violations had received a letter from the attorney. The owner has responded to the attorney and is working on correcting the violations

8) **ARB Committee Report**

There were 4 approved applications: 16049 Arrowhead for a roof. 14619 Wishing Wind Way for garbage enclosure. 14536 Wishing Wind Way for painting and doors. 16517 Arrowhead Trail to paint exterior, shutters, planter, and lattice fence for AC unit.

9) **Old Business**

a. Main Entrance Upgrades

A quote was received from EnviroTree to remove the palm trees at the main entrance and have the stumps ground for \$1800

Motion was made by Bridget Murphy and seconded by Gemma Waldon to approve the quote from EnviroTree for \$1800 to remove the palm trees at the main entrance and have the stumps ground. Cost to be expensed from the Reserves. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Quotes were received for the main entrance landscaping upgrade from Landscape USA, Top Notch Landscaping, Tropical Designs, and Lukas Nursery. The board had discussion regarding all the proposals received.

Motion was made by Jo Ann Hughes and seconded by Gemma Waldon to accept the quote from Top Notch Landscaping for \$4940 to upgrade the main entrance landscaping with new plantings. Cost not to exceed \$7000 should the quote not include prepping the areas. Cost to be expensed from the Reserves. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

Richard Eckelberry will contact Top Notch Landscaping and inform them that they were awarded the bid and to see if their quote included prepping the area and to try to get them to include it with their price if it is not.

b. Beautiful Home Award

Judy Hilliard reported the Beautiful Home Committee had met to go over the details of the Beautiful Home Program. The Arrowhead Estates Beautiful Home Program is attached as an addendum and made part of these minutes.

c. Other Old Business

Judy Hilliard reported that Penny Walker with Vista has set up for the board to be able to view the estoppel certificates online.

Jo Ann Hughes reported that the county is now charging an additional \$100 on top of the normal \$250 pool permit charge. Jo Ann Hughes also reported that the county is now charging a \$50 reinspection fee if the pool has been closed. Jo Ann Hughes reported that the county did shut the pool down for 3 days the week before school started, but they did so while the pool company was currently there working on the pool. Jo Ann Hughes called and spoke to the county about it.

10) **New Business**

a. Signs at Pool area

New signs were put on the pool gate and on the camera post in the pool parking area.

b. Pool Equipment Repair

Quotes were received from Cleverblue, Dunota, Falcon of the Nile Water Solutions, and Spies to replace the pool equipment cabinet lids and the pool chlorinator.

Motion was made by Lynn Patrick and seconded by David Springer to accept the quote from Cleverblu to replace the pool equipment cabinet lids for \$2626.82 and the pool chlorinator for \$337.33. Cost to be expensed from the Reserves. Call to Vote: All board members present voted unanimously to approve. Motion Carried.

c. Other New Business

Judy Hilliard reported that the flyer will go out mid-September announcing the Scarecrow contest dates – Judging end October 25<sup>th</sup>. The October HOA meeting at the pool on Saturday October 27<sup>th</sup>. The garage sale on November 10<sup>th</sup> and 11<sup>th</sup>. The Annual Meeting on November 27<sup>th</sup>. The next Newsletter will go out in the first or second week of November.

11) **Open Session**

None

12) **Adjournment**

Motion to adjourn was made by Lynn Patrick and seconded by Gemma Waldon at 7:49pm. Call to Vote: All board members present voted unanimously to adjourn. Motion Carried.

13) **Next Meeting**

Next meeting will be on Tuesday, September 25, 2018 at 6:30 p.m. at the Clermont Baptist Church, 16115 Old Hwy 50.

## ARROWHEAD ESTATES BEAUTIFUL HOME PROGRAM

**Purpose:** To encourage all residents in Arrowhead Estates to maintain their homes and property in such a way as to add visual beauty and value to the community.

**Eligibility:** Residents must be in good standing at the time of judging, including being current on all dues, and having no outstanding violations or other outstanding issues.

**Program Details:** All properties will be judged (by three judges) in the final two weeks of March, July, October, and December.

To be presented in January (with results from December), April (results from March, August (results from July), and November (results from October). Properties will be judged from the street and/or sidewalk facing the front of the home, and everything that is visible from these areas by a person standing on the ground may be considered in the judging. Judges will not enter the property of the homes they are judging. Judges will consider the condition and overall appearance of the home itself, and other structures, such as fences and driveways. They will also consider the condition and appearance of landscaping, and any applicable seasonal decorations or details to appearance.

Judges will work together and look at every home in the neighborhood. Each Judge will select three homes they feel most worthy of the detailed judging and make their nominations. Judges will review the selected homes and each judge will submit their own independent homes.

The Committee will contact a designated Board member who will confer with the management company to determine eligibility of the selected homes.

The winner will be awarded a \$50.00 gift card. A resident may win only once every two years. January through December.

Judges will be determined by the Board of Directors. The Board of Directors and the Committee are not eligible to receive an award.