

Fox Wood at Trinity

COMMUNITY ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING MINUTES

Trinity Outpatient Center Community Room
Mitchell Road
May 26, 2005

I. Roll Call: Directors present: Bill Humphrey, Jay Demyan, Wendy Dong, Tim Gibson, Hank Power, Dick Swartzman, Ron Jackson, Jesus Rodriguez. Greg Lipka was not in attendance. A quorum was established. Also present Jack Speckman with Melrose Management Group. President Bill Humphrey called meeting to order 6:33 PM.

II. Affidavit of Notice: Meeting was posted at both Foxwood entrances on 5/24/05.

III. Approval of Previous Minutes: Reading of Minutes of the BOD meeting held on April 28, 2005, was unanimously approved via motion by Mr. Swartzman, 2nd by Mr. Power.

IV. Committee Reports:

a. Finance Committee: Finance Committee report given by Mr. Swartzman. He reported that we are approaching the time for consideration of the next Budget. He informs the BOD that there will be meetings of the Financial Committee at 2-week intervals from now until the budget is ready for the BOD review and invited BOD members to participate to the extents allowable. He encouraged the establishment of the 'paper trail' for reserve calculations on advice from accountants. Mr. Humphrey added that the auditors have not received enough information regarding the calculation of the Reserve Accounts. He indicated that John Aubrey would be beginning work on reserve calculations with the Financial Committee. The first meeting of the committee would be at Mr. Swartzman's home 6/9/05 @ 7 PM and he is seeking volunteers for committee work. Mr. Gibson advised that the posting errors referred to at the previous meeting were corrected.

Motion Mr. Swartzman, 2nd by Mr. Demyan to accept the financial reports for April, 2005, adopted by unanimous vote.

b. Safety and Security Report: Ms. Dong provided a copy of the specifications readied for distribution to vendors (attached). There were questions and answers and discussion of Critical Needs by Mr. Rodriguez.

Motion Mr. Swartzman, 2nd by Mr. Rodriguez to adopt the Specifications was approved unanimously.

c. Property Maintenance: Mr. Power indicated he was waiting to submit for approval of two future projects that would cost about \$5,000 each, one of which was the repair of sinking pavement in 17 areas (cost of approx. \$300. each). It was noted, there is no specific Budget line item for "Roadway Repairs". No warranty is still active on these situations.

He informed the group that Irrigation System testing was scheduled for 6/6/05 @ 3PM, by Luke Brothers, following the time of day Heritage Springs engages in majority consumption of the resources.

He informed the group that the Finish Line pressure washing project was acceptable and completed.

Motion Mr. Swartzman, 2nd Mr. Johnson, unanimously approved \$5,000. For the road repair project.

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Mr. Humphrey and Mr. Power presented information regarding the proposed replacement of gas lighting at the Tamarind entry with electric powered lighting. Conduits exist. Some aspects of the work would be done by the Master Association, as they are located on Master Association property. It would be cost effective to remove the 12 at the front entrance (pergola and wall) and the 8 at the guard house. If the Master Association does not replace the gas lights with electric, we will advise them to remove the gas lights as part of the renovation of the pergola and rely on the ground landscape lights.

Motion by Mr. Power, 2nd by Mr. Swartzman to go forward with the project.

At this point of the meeting, Mr. Demyan proposed recognizing Mr. Power as *the Board Member of the Month* and presented him with a certificate. All members agreed that Mr. Power should be recognized for his outstanding contributions to the efforts of the BOD.

d. Welcoming and Communications Committee: Ron Johnson indicated welcoming approximately 10-12 new residents per month continues. Next issue of the *Sly Fox* was readying for print during the 1st week – 10 days of July '05, and 6/10/05 is the Deadline for submissions. He also mentioned parking for larger events at the Pavilion, and the removal of one parking tire-bumper was discussed to allow for vehicles to drive up onto the paved 'hockey slab' nearby to facilitate extra needs.

He indicated the participation of Jennifer Miller as an Events Coordinator, in light of the recent resignation of the previous coordinator.

The web-site is progressing according to Wayne Gonyea, the WebMaster, with capability and content increasing. He further indicated the need for continued input by the BOD and updating of existing information.

e. Modifications Committee: Tim Gibson stated the first batch of letters re: unapproved modifications had been sent out in Tarragon. There was a discussion raising concern over 'approval' of trampolines by the BOD/committee.

Ms. Diane Kocienda submitted the Standard Colors Book developed by the Committee to serve as a guide for house painting color choices.

Motion Mr. Gibson, 2nd Mr. Power to approve the book was approved unanimously.

There was additional discussion of the future development of a color guide for driveways, landscape curbing and pavers.

f. Executive Committee: Mr. Demyan indicated Ms. Miller, the new Event Coordinator, would be guiding the various event Committees. He suggested eventual division of Welcoming and Activities Committees and a further subdivision of Activities into Events, Activities and Sports. There was discussion of the establishment of sports leagues, purchasing of nets for soccer and hockey.

The Community Day event would provide a read of the capability of Ms. Miller, and Laura Francis was to pass information on to Ms. Miller. The goal is to provide vendors, games and a D.J. Plans include a possible parade of children wearing their sports uniforms.

There was discussion of the installation of a drink vending machine at the pavilion and it was agreed that there would be exploration of the major companies for a possible free installation, and or some attendant contribution to the community. Safety, Security and possible liability were mentioned for further investigation.

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There was some discussion of the increased cost of additional insurance for the D&O insurance and liability umbrella. Finance committee to consider increasing limits for 2006 as part of budget preparation process.

g. Deed Restriction Committee: Mr. Lattimer announced that of the six violations scheduled for hearing, 5 were resolved prior to appearance. The remaining one, 1703 Winslow, a tiki hut issue, was fined \$200 for two violations. A second notice to appear was issued and again they failed to respond. The committee recommended a fine of \$100 + 100/14 day period until removal. This will be held in abeyance until a decision was rendered on the resident's application for approval of the modification, currently pending before the modifications committee.

Mr. Rodriguez, fined \$500 for parking a tractor at the previous meeting was in contact with Mr. Humphrey and he agreed to pay \$100 to compensate the BOD for expenses and refrain from future parking of the tractor on the property.

Motion by Mr. Gibson, 2nd Mr. Power to reduce fine to \$100, hold the \$400 suspended until and if there was any re-occurrence, if any, was unanimously approved, subject to payment of the \$100 as agreed.

They are continuing to pursue the previous owner of 1738 Bocawood (Lucas) for unpaid fines. 2 violations on Tacoma were resolved.

2026 Gold Dust fence was removed.

2504 Winslow had continuing on street parking violations.

V. Manager's Report Jack Speckman of Melrose Management Group reported a sharp increase in the number of complaints about the parking enforcement effort currently underway. There was discussion and agreement that some discretion should be urged.

VI. Unfinished Business: The issue of towing was discussed, but tabled to allow time to clarify necessary information.

IV. New Business: a) **Motion** by Mr. Swartzman, second by Mr. Power, to authorize foreclosure proceedings on Brylow and Berger residents, approved unanimously.

b) **Motion** Mr. Demyan, second by Mr. Swartzman to authorize a lien on all unpaid accounts a/o 06/02/2005, was unanimously approved. c) **Approval** of the access/security specs. Addressed earlier in the meeting. d) **Motion** to approve payment of 70% of the cost (\$3,412.50) of the cost of fencing an area near the main entrance known as the Boos Development area, being done by Mc Connie Fence, made by Mr. Power, 2nd Mr. Johnson, and unanimously approved.

VIII. Homeowner Comments The floor was opened to member's questions and input. This included the election schedule (adopted at the prior meeting) set for 11/17/05, towing issues and decisions, security issues and the need for them, and the policy of liens and the costs to the residents and the community association.

There being no further business, Mr. Gibson motioned to adjourn, Mr. Power seconded, motion carried. The meeting was adjourned at 9:15 PM.

Respectfully submitted:

Approved:

John P. Speckman, LCAM
Community Association Manager

Ron Jackson,
Secretary

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