

# Eagle Ridge Property Owners' Association

## Minutes for ERPOA Board of Directors Meeting on Monday, December 4, 2017

Welcome to all Eagle Ridge Property Owners to the Board of Directors Meeting. This will confirm that the Notice for this meeting was posted more than 48 hours prior to the meeting and will confirm that the Notice indicated that the 2018 budget would be voted upon by the Board.

Meeting was called to order at 7:00 PM by John Spiegel, President. Board members present were:

- |                                      |                        |                       |
|--------------------------------------|------------------------|-----------------------|
| 1. John Spiegel, President           | Present: <u>  X  </u>  | Absent: <u>      </u> |
| 2. Richard Herman Vice President     | Present: <u>  X  </u>  | Absent: <u>      </u> |
| 3. Peter Van Leeuwen, Sec./Treasurer | Present: <u>  X  </u>  | Absent: <u>      </u> |
| 4. Hewitt McCloskey, Director        | Present: <u>  X  </u>  | Absent: <u>      </u> |
| 5. Christine Leslie, Director        | Present: <u>      </u> | Absent: <u>  X  </u>  |

A quorum was reached. There were 11 residents present. There were no condo residents present.

### Request was made to approve the minutes of November 6, 2017 Board Meeting:

1. First Motion to Approve: Richard Herman
2. Second Motion to Approve Peter Van Leeuwen
3. All voted in favor. The motion was passed.

### Treasurer's Report: Peter Van Leeuwen

Overview of May through November, 2017 receivables, expenses and balances.  
Balances in the accounts as of November 30:

Checking - \$157,627.04

Reserves - \$ 59,320.92

Savings - \$ 2,655.78

### President's Report: John Spiegel

1. Update on condo litigation: A hearing is scheduled for December 20<sup>th</sup> at the request of ERPOA regarding our entitlement to an award of attorney fees. The condos filed a notice of appeal but, to date have not filed their initial brief.

2. Update on FPL new underground service work: Two more meetings with Management about relocating the box on Twin Eagle and relocating the bases. We are looking at 3-4 months to complete.
3. The 2018 Final Budget has been prepared, copies are available to review.
4. Golf course maintenance yard fencing. We have had a conversation with the golf course ownership about putting a decorative fence instead of chain link. We are in the process of gathering prices. Ownership advises that they have been experiencing long delays in getting their property insurance carrier to pay hurricane damage claims.
5. Board elections are in March, anyone interested in serving on the board or on a committee, please contact me or any other Board member.
6. Our Secretary/Treasurer Peter Van Leeuwen's term expires in March. He has decided not to remain on the Board. We will need to find a replacement bookkeeper and Secretary/Treasurer. The Board has voted to pay Peter Van Leeuwen a stipend of \$500 a month. His replacement would also get this amount. This person would need to know bookkeeping and Quick Books and be able to pass a background check. Please contact John Spiegel if you are interested.
7. Vote on the 2018 Budget-any questions?

	2017 Budget	2018 Budget	Variance from 2017 Budget
<b>INCOME</b>			
Annual Dues (net)	\$165,948.00	\$167,543.00	\$1,595.00
Estoppel Fees	\$4,500.00	\$5,000.00	\$500.00
Interest Income	\$0.00	\$0.00	\$0.00
Directory Advertising	\$1,000.00	\$0.00	-\$1,000.00
Late Fees	\$950.00	\$1,200.00	\$250.00
Mailbox Reimbursement	\$3,000.00	\$3,000.00	\$0.00
Settlements	\$2,500.00	\$3,000.00	\$500.00
Transfer Fees	\$1,350.00	\$1,400.00	\$50.00
<b>TOTAL INCOME</b>	<b>\$179,248.00</b>	<b>\$181,143.00</b>	<b>\$1,895.00</b>
<b>EXPENSES</b>			
<b>Insurance</b>	<b>\$15,000.00</b>	<b>\$10,545.00</b>	<b>-\$4,455.00</b>
General Liability	\$5,250.00	\$3,170.00	-\$2,080.00

Crime	\$750.00	\$425.00	-\$325.00
Directors/Officers	\$5,250.00	\$5,250.00	\$0.00
Umbrella	\$3,750.00	\$1,700.00	-\$2,050.00
<b>Legal</b>	<b>\$35,000.00</b>	<b>\$40,000.00</b>	\$5,000.00
<b>Capital Expenditures</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	-\$5,000.00
New Entry Sign	\$5,000.00	\$0.00	-\$5,000.00
<b>Operating</b>	<b>\$26,050.00</b>	<b>\$33,900.00</b>	\$7,850.00
Accounting Services	\$2,500.00	\$3,500.00	\$1,000.00
Administrative	\$2,500.00	\$8,000.00	\$5,500.00
Annual Report-State of FL	\$100.00	\$100.00	\$0.00
Civil Engineering Services	\$1,000.00	\$2,500.00	\$1,500.00
Contingency	\$10,000.00	\$10,000.00	\$0.00
Meeting Room Rental	\$250.00	\$500.00	\$250.00
Mileage Reimbursement	\$1,200.00	\$800.00	-\$400.00
Office Supplies	\$1,500.00	\$1,500.00	\$0.00
Printing	\$2,500.00	\$2,500.00	\$0.00
Postage & Delivery	\$2,000.00	\$2,000.00	\$0.00
Social Events	\$1,000.00	\$1,000.00	\$0.00
Web Site Expense	\$1,500.00	\$1,500.00	\$0.00
<b>Property Maintenance</b>	<b>\$73,400.00</b>	<b>\$71,900.00</b>	-\$1,500.00
Aquatic Services	\$2,400.00	\$2,400.00	\$0.00
Conservation Maintenance	\$3,600.00	\$3,600.00	\$0.00
Electrical Work	\$3,000.00	\$1,000.00	-\$2,000.00
Fertilizer Application	\$3,500.00	\$4,000.00	\$500.00
Irrigation Maintenance	\$1,500.00	\$1,500.00	\$0.00
Landscape Beautification (shrubs)	\$7,500.00	\$7,500.00	\$0.00
Landscape Maintenance	\$26,400.00	\$26,400.00	\$0.00
Mailbox / Lamppost	\$1,500.00	\$1,500.00	\$0.00
Mulching	\$8,100.00	\$8,500.00	\$400.00
Pest Control - Lawn	\$3,500.00	\$3,500.00	\$0.00
Pest Control - Trees & Shrubs	\$3,400.00	\$4,000.00	\$600.00
Residential Maintenance	\$1,500.00	\$500.00	-\$1,000.00
Tree & Shrub Trimming	\$7,500.00	\$7,500.00	\$0.00
<b>Utilities</b>	<b>\$800.00</b>	<b>\$800.00</b>	\$0.00
Electrical Service	\$800.00	\$800.00	\$0.00
<b>TOTAL EXPENSES</b>	<b>\$155,250.00</b>	<b>\$157,145.00</b>	\$1,895.00

<b>TOTAL RESERVES</b>	<b>\$23,998.00</b>	<b>\$23,998.00</b>	<b>\$0.00</b>
<b>TOTAL EXPENSES &amp; RESERVES</b>	<b>\$179,248.00</b>	<b>\$181,143.00</b>	<b>\$1,895.00</b>
<b>2018 Annual Assessment</b>		<b>2018</b>	
Single Family Residences / Lots		\$278.50	
Condominiums		\$253.00	

Reserves for Capital Expenditures / Deferred Maintenance 2018							
Asset	Estimated Life (Yrs.)	Year Installed	Estimated Remaining Life (Yrs.)	Replacement Cost	Balance as of 12/04/17	Remaining Funding Requirement	2018 Annual Funding Requirement
Tree Replacement (175)	40	1995	17	\$70,000.00	\$13,027.64	\$56,972.36	\$3,351.32
Mailbox & Lamp Post Replacement	35	1995	12	\$6,000.00	\$1,200.00	\$4,800.00	\$400.00
Storm Drainage Replacement	30	1990	7	\$150,000.00	\$33,333.32	\$116,666.68	\$16,666.67
Entry Monument Signs (2)	35	1995	12	\$25,000.00	\$6,196.92	\$18,803.08	\$1,566.92
Custom Street Signs	30	2010	22	\$25,000.00	\$2,713.04	\$22,286.96	\$1,013.04
Deferred Maintenance	10	N/A	N/A	\$10,000.00	\$2,850.00	\$7,150.00	\$1,000.00
<b>TOTAL</b>				<b>\$286,000.00</b>	<b>\$59,320.92</b>	<b>\$226,679.08</b>	<b>\$23,997.95</b>

Questions:

Peggy Jenyn: Why is there a reduction to the insurance?

Peter Van Leeuwen: We have changed insurance companies and gotten a better rate.

Peggy Jenyn: There is an increase in Administration cost.

Why?

Peter Van Leeuwen: We started paying the Secretary/Treasurer each month.

Luther Ward: Why is checking account the same amount.

Peter Van Leeuwen: It is the primary account that the dues are put in.

John Spiegel: Can I have a motion to accept the 2018 Budget

1. First Motion to approve the Budget: Hewitt McCloskey
2. Second Motion to approve the Budget: Richard Herman
3. All voted in favor. The motion was passed.

The 2018 dues will be Single Family are \$278.50 and Condos are \$253.00. It is noted that no condominium unit owners attended this meeting and there was no objection to the 2018 budget voiced at this board meeting.

**Vice President's Report: Richard Herman**

Bike path update: November 15 was a meeting. We are number 4 on the list. It will be quite a few years maybe, 10-13 years before the funding for this project is available.. The cost will be around \$800,000.00.

**Directors Report: Hewitt McCloskey, Landscape & Beautification Committee**

1. Rick Payne will re-mulch all ERPOA landscape beds throughout Eagle Ridge. It is to be completed by mid-December. The dark brown mulch color is to remain the same. Re-mulching is in our budget.
2. We had to replace an irrigation pump that burned out after hurricane Irma. The pump is located on the Musa Property and irrigates the first two center islands in Eagle Ridge Drive adjacent to Daniels Parkway. It also irrigates the entrance monument to Musa. The cost of the pump with installation is \$1,300.00. According to my records, the last time we replaced this pump was six years ago. At that time we shared the cost with Musa. I need to identify who is now the property manager at Musa about sharing the cost.
3. Irrigation repairs were made in the first center island past Aeries Way Drive. Hurricane Irma blew over two small Jatropha trees at the end of the first island and the main irrigation into the second island was broken. After the small Jatropha trees were removed the irrigation lines were repaired.

**Directors Report: Christine Leslie**

1. Drainage Committee

At the last board meeting a homeowner mentioned the waterway to the east of Bald Eagle that needed maintenance. I reached out to Lee County DOT and submitted a RFA- This waterway is owned by Legends and the 11 pipes going under Bald Eagle are owned by Lee County. Lee County came out and inspected the pipes and the water flow was not being blocked by any debris or dirt in the pipes. I have also contact Legends General Manager about the maintenance of the waterway running along Bald Eagle, waiting to hear back.

**Committee Reports:**

**Arbitration and Fining Board: Steve Norris Not present**

**Architectural Control Committee: Bill Simmons Not present**

## **Deed of Restrictions Committee: Don Peters**

DOR Committee Report for December 4 , 2017 - (Revised 11/29/17) During our November Tour, 29 new Violation Notices were issued. Eight others remain unresolved and will be addressed. A lot of problems have been caused by the hurricane. However, the DOR Committee believes that sufficient time has passed to allow most of the clean-up and repair to be accomplished. A letter addressing these issues will be forthcoming with the annual POA assessment mailing, reminding owners of the requirement to comply with the Deed of Restrictions.

Fines are recommended as follows:

14902 American Eagle Court: \$1500.00 for non-conforming mailbox and dirty driveway; \$1500.00 for failure to have 2 twelve foot tall trees in front yard;

14601 Bald Eagle Drive: \$3500.00 for longstanding refusal to maintain front lawn, first cited for this in June of this years. The front yard consists of weeds and bare spots and has been in this condition for months, the many warnings have been ignored.

John Spiegel: I make a motion to impose a fine on 14902 American Eagle Court in the amount of \$1500.00 for the mailbox and dirty driveway, and \$1500.00 for the failure to have 2 twelve foot trees in the front of the house.

Hewitt McCloskey: I second the motion.

All voted in favor. The motion carries.

John Spiegel: I make a motion to impose a fine on 14601 Bald Eagle Drive of \$3500.00 for the longstanding refusal to maintain the front yard.

Hewitt McCloskey: I second the motion.

All voted in favor. The motion carries.

**Legal Committee: John Spiegel (see President's report).**

## **Security and Safety Committee: Connie Hope**

Another quiet month as far as thieves and disturbances in our community

One incident at the Condos and the sheriff's office settled it.

We had sheriff's cars present in the community the month of November.

If you see something that you feel should be addressed call the non-emergency number 239-477-1000

If you feel it is very troublesome and dangerous please call 911 immediately.

**Social Committee: Sherri Holly**

The Holiday Party will be held Friday, December 8, 2017 at the golf course pro shop from 6 – 9 p.m. All spots have been filled, 4 on waiting list.

**Welcoming Committee: Arlene Cabai Schuetz Not present.**

**Residents' comments:**

1. Luther Ward: When fining a resident, do we send a letter.  
John Spiegel: A certified letter is sent to the violator. Then it will go to the Arbitration/Fining Board for a hearing.
2. Ken Baribeau; Property that is owned by someone and rented out, do they have to follow the community rules.  
John Spiegel: If a property is rented we require that the owner notify the ERPOA. They are instructed to follow the community rules. If a problem, we notify the owner by letter and have them discuss it with their tenants. The lease must be for at least 6 months.  
Hewitt McCloskey: Ed, did we develop a form on the website to fill out and identify the renters.  
Ed Schuler: Yes, it is on the website. If there is a problem, we leave a notice on the house. In the end, it is the owners responsible for the problem.
3. Ed Neumester: The round about at the end of Majestic Eagle has only two irrigation heads. Could you put in several more heads to help irrigate the area.  
Hewitt McCloskey: We may need 4-5 heads. I will look into it. We will put seed in there and it should fill the area in. I will call and discuss the possibilities.
4. John Spiegel: The speed limit sign on Aeries Way Drive was knocked down by IRMA. Someone took the sign. Hewitt, what is happening with this?  
Hewitt McCloskey: I went back to the original company, Sign Tech. They came out and looked at the other signs and were to manufacture a new one. It never happened. I have to get hold of them again and see what is happening.

**Request a Motion to adjourn the meeting:**

1. First Motion for adjournment: Richard Herman
2. Second Motion for Adjournment: Peter Van Leeuwen
3. All voted in favor. The motion was passed.
4. Meeting Adjourned at: 8:03