

Port Orange Plantation Homeowners' Association, Inc.

Board of Directors' Meeting Minutes

Thursday, February 27, 2020

Call To Order: The Port Orange Plantation Homeowners' Association, Inc., Board of Directors' Meeting was called to order at 7:00PM by President D. Moeller at the VFW Post 3282, Port Orange, Florida.

Roll Call:

Deb Moeller	President	Present
Rita Anderson	Vice Present	Present
Denise Osterberg	Secretary/Treas.	Present

Proof of Notice of Meeting: The Notice/Agenda was properly posted on-site and on HOA website.

Approval of Minutes: Motion made by D. Moeller, seconded by D. Osterberg, to waive the reading and approve the Minutes of January 30, 2020; motion carried.

Financial Reports: Written financial reports were presented (Balance Sheet/Profit and Loss). Operating (01/20) \$49,906.80; Reserve (01/20) \$232,723.79. Customer Balance Report was provided. 20 unit(s) are currently in legal for past due amounts. A collection report is to be forwarded to legal as presented for clarification/update. Motion made but rescinded regarding reserve accounts. Motion made by D. Moeller, seconded by R. Anderson confirming Synovus Reserve 7601 is Pooled Reserve and Synovus MM 0502 is Reserve for Walls/Entryways/Monuments pending clarification; motion carried. Management to review CC&Rs for clarification of pooled reserve item(s). The 2019 end of year financial reporting is in progress by J. Ronci, CPA.

Manager's Report:

*S. Clifton, CAM, was present on behalf of Clifton Management. Written report of items completed/pending was provided (01/20-Present). Violation report spreadsheet provided. Management to follow up with legal on status of 4-5 violations. Management to follow up on status of 5216 Old Walker Way (improper fence, copy of lease, lanai used as storage).

Rules of Civility: The following was noted to assist with meeting procedures. *No one may speak without being recognized by the Meeting Chair and introducing their name and address. *Each person will be treated with respect and treat others with respect. *Personal attacks, abuse or disrespectful language, and disruptive behavior are strictly prohibited. *No debating and or redundancy. *No one may speak twice before all have spoken. *No one may speak more than three minutes.

UNFINISHED BUSINESS:

Seawall Update: Meeting took place December 4, 2019 on site with HOA representatives and Developer Representatives. The HOA is awaiting a final scope and time frame from legal for repairs being made at Developer's cost. Owners are to contact HOA legal (not Developer legal) for information.

Lake Maintenance/Repairs/Carp Stocking: Clearwaters has completed the re-building of barriers prior to re-stocking. New fish stocking permits have been obtained from the State. Clearwaters has stocked the lakes with 150 Carp @ \$9 per FWC permit.

Landscaping and Projects Pending and/or Completed:

*Entryway Improvement Projects: Board members and volunteers completed an entryway beautification project in house and at cost. Volunteers are being south to complete the beautification project on the west side of Royal Plantation the first Saturday in January (4th). – Completed.

*Motion made by D. Moeller, seconded by R. Anderson, to have a diseased palm tree/stump removed in the amount of \$350; motion carried. Management to follow up with Brightview and/or Reillys for scheduling.

*Pressure Washing: Florida Foliage was paid \$1,800 for first phase of pressure washing. Motion made by R. Anderson, seconded by D. Osterberg, to approve payment of \$1,500 to Florida Foliage in lieu of \$2,068 due to incomplete and subpar job; motion carried. Management to forward \$3,000 for Feb. 2020, \$1,500 pressure washing, as well as 30 day notice to Florida Foliage. Florida Foliage will be held to its highest standard in its last thirty (30) days or termination will be immediate and Brightview (whom was previously retained) will start prior to its April 1st date.

*Signage: Proposals requested for new block lettering at entryway signs and painting, lift station painting, and a clear coat sealant put on stone. Motion made by D. Moeller, seconded by R. Anderson, to approve Bob's Maintenance in the amount of \$6,000; motion carried. Sidewalk pressure cleaning in front of entrances to be added. Management to request preferred paint vendor of B. Apat in order for colors to be chosen. Lettering to be black.

NEW BUSINESS:

*Newsletter: A 2020 Newsletter is almost completed by D. Moeller and remaining board members/management to review same.

ARB Review (s): Motion made by D. Moeller, seconded by R. Anderson, to approve the following ARBs pending receipt of permits prior to starting projects, when applicable; motion carried:

5336 Royal Plantation	Fencing
5326 Georgia Peach	Fencing, Solar Panels, Playground (dimensions to be provided)
5278 Plantation Home	Fencing
1904 Tarleton	Painting
5312 Peach Blossom	Painting
5337 Plantation Home	Garage Door, Painting, Garage Door
1757 Savannah Lane	Widen Driveway (pending City approval/Permit)

RESIDENT PARTICIPATION/BOARD MEMBER REMARKS:

*A form is required to be completed for those requesting an audience regarding community concerns.

*Management to report the following to landscaping: Check/remove tree straps, remove weeds and debris on west side of Old Walker Way that have been present for some time.

*Neighborhood App: This form of social media is not HOA approved nor monitored.

*Light at Town West/Coraci in need of maintenance.

Next Meeting: Wednesday, March 25, 2020 @ 7PM

Adjournment: Motion made by D. Osterberg, seconded by R. Anderson, to adjourn the Meeting of the Board of Directors at 8:20PM; motion carried.

Minutes of Thursday, February 27, 2020, approved this ____ day of _____, 2020.

Secretary