

**BURNT STORE LAKES PROPERTY OWNER'S ASSOCIATION  
MINUTES OF BOARD OF DIRECTORS MEETING  
HELD IN THE BURNT STORE LAKES POA CONFERENCE ROOM  
100 MADRID BLVD., UNIT #212, PUNTA GORDA, FL 33950**

May 17, 2011

Prior to calling the meeting to order, Karen Bishop (Potluck Coordinator) asked to address the Board outlining the procedural changes she is making regarding the Potluck picnics. She suggests not having Potlucks during the months of December (holidays), June, July, August and September. October is the Annual Meeting Picnic hosted by the Association. She gave a scheduling of prospective hosts. She also asked the Board to consider funding \$300.00 for two Board sponsored Potlucks in the new fiscal year budget. The Board thanked Karen for all the efforts she has put into coordinating these very successful social functions for the community.

**CALL TO ORDER, PROOF OF NOTICE and ROLL CALL**

President Rob Hancik called the meeting of the Board of Directors to order at 6:15 p.m. Sandy Funk reported that the Meeting Notice and Agenda were both posted on May 11, 2011. Both postings meet the guidelines as set forth in the By-Laws. Sandy took the roll call: present were Rob Hancik, President; Fred Boland, Vice-President; Bob Reichert, Treasurer; Gordon Quick, Bob Lilley, Aimee Schneider, and Stan Hochstadt, Directors At Large.

**Public Input:**

There was no public input at this time.

**DISPOSITION OF MINUTES**

Sandy asked if there were any corrections or additions to the Minutes of the regularly scheduled Board of Directors meeting held on April 12, 2011. There being no corrections or additions, Stan Hochstadt made a motion to accept the Minutes as written. Bob Reichert seconded the motion. ***The motion unanimously passed with Rob Hancik, Fred Boland, Bob Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.***

**TREASURER'S REPORT**

Bob Reichert reported that the cash position on April 1, 2011 was \$528,842.34. Cash received totaled \$17,851.48 and included interest in the amount of \$176.81. Disbursements for the month of April were \$66,341.34. Operating expenses were \$46,528.63 and Reserve Expenses were \$312.71. The Cash position ending April 30, 2011 was \$480,352.48. Assessments Receivable for the month ending April 30, 2011 was \$127,798.85.

Bob stated that the Operating Expenses of \$46,528.63 was about the same as in March, which included midge fly treatments, first 2011 mowing, lake maintenance, entrance maintenance, legal fees, etc. He further explained that the \$17,851.48 cash received in April is approximately \$21,000 less than reported in March—due to slow down in collections. The \$312.71 reserve expenditure was for SWFWMD Permit advertising in the Charlotte Sun and Park Restroom startup costs.

Bob also reported that as motioned last month, \$200,000 was moved out of the Regions money market account into a 1.5% interest bearing account with First Community Bank. This was done to cover our funds under the FDIC insurance.

In addition, Bob stated that the Board of Directors opted to take the opportunity to purchase Lot 90708 on Rio Togas Road at a cost of \$19,500. This lot is intended to act as a backup alternative to Park access due to the widening of Burnt Store Road. If suitable alternative is allowed for by the County, the lot can be resold. The Vagabond Escrow funds were used for the purchase with the balance from the Operating Fund.

Bob Lilley made a motion to approve the Treasurer's Report as presented and send forward for audit. Stan Hochstadt seconded the motion. ***The motion unanimously passed with Rob Hancik, Fred Boland, Bob Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.***

## **MANAGER'S REPORT**

**Mangrove Trimming** – Onsite meetings were held with three (3) vendors. Quotes were received and analyses made (handout). The Board reviewed the quotes from Horizon Tree Service, Suncoast Environmental Services, and Ecosystems Technology, Inc. The Board decided to break down the project into three (3) phases. Phase I is to address the drainage canal at the San Ciprian weir down to Bear Branch Creek. Phase II will entail trimming mangroves and non-native species along Bear Branch Creek, and Phase III will address mangrove trimming along the Jean Lafitte Waterway. Phases II & III will be funded in the 2011-2012 budget. All three quotes included FDEP permitting. Phase I permitting will be a drainage exemption application. Phases II and III will entail applying for a navigational permit. Suncoast's quote included cost for annual maintenance. This can be reduced to every other year. After discussion, Bob Reichert made a motion to award the mangrove trimming for Phase I (San Ciprian Weir to Bear Branch Creek) to Suncoast Environmental Services in an amount not to exceed \$5,000. Bob Lilley seconded the motion. ***The motion unanimously passed with Rob Hancik, Fred Boland, Bob Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.***

**Front Entrance at Cape Horn and Burnt Store Road** – Sandy explained the history of events that have occurred over the past few weeks in that the irrigation to the center island was not functional (no irrigation for 3 weeks). Contact was made with CCU inspector regarding reclaimed water valve (on or off). Bob Reichert has been working on getting the system functional. Rob Hancik and Bob Reichert dug holes in an effort to locate reclaimed water boring lines (conduit) on both sides of Cape Horn. A meeting with Ed Rackeweg (irrigation contractor) is to be scheduled regarding connections and replacement of battery-operated Rainbird systems with electrical units at both the Cape Horn and Vincent Avenue entrances. The maintenance of the center island was not

turned over to Andrew Murray until Holland (county contractor) performed last maintenance as per their contract. This has been done. The landscaping at our sign has not been maintained due to a misunderstanding on Murray's part. They have now corrected this problem. Bob Reichert spoke with the CCU inspector regarding the reclaimed water pressure. He confirmed that only 30 psi can be obtained (60 psi required to lift irrigation heads). The reclaimed water system was designed to have the water flow into a retention pond and then pumped from the pond to the irrigation system (to obtain the desired pressure). Since there is no land available at the entrance for ponding, Bob and Rob discussed possibly installing a holding tank (underground) with a booster pump. This will be discussed with CCU. The alternative is to install a well or remain on public water. In the interim, a letter has been composed to Ray Sandrock, Charlotte County Administrator, stating our dissatisfaction with the entire process along with the steps we feel need to be taken. Rob Hancik stated that in addition, the letter addresses our request for additional lighting at some other entrances. We question the length of time it takes for the County to complete a project from "concept" through to "completion". The Board reviewed the letter and approved sending with copies to the Commissioners, Director of Public Works, Dawn Harrison (MSBU representative), and Tara Musselman (Public Works Project Coordinator).

The four (4) up lights at the entrance sign will be relocated to the two roundabouts (2 each for up lighting the royal palms). Installation of four new lights at the entrance sign will be installed by Solo Electric. Existing funds allocated for irrigation will be 'split' to cover the cost of both irrigation and lights.

**Park Area Bush Hogging** – Two quotes were obtained to bush hog the area from the gate entrance to the playground equipment (Phase I) then use fill dirt for low areas and grade (Phase II). Bob Lilley is arranging for a third quote (for Phase I) before presenting to the Board for funding/approval. Funding would be taken from the drainage line item of the budget.

**Lake Aeration** – During a review of the recent electric bills for aeration on Pelican and Balearic, it appeared as if they were not functioning. A call was made to Denny Kunish (Aquatic Systems) to look at the Pelican aeration unit. It was noted that the Balearic aeration unit was rebuilt and reinstalled last week. Bob Lilley will look into the problems with Aquatic Systems.

**Miscellaneous** – The formation of the Deed Restriction Revision Committee is still in process. A letter was composed to County Attorney, Janette Knowlton requesting a meeting between the County and the Association regarding obtaining the two County-owned lots on San Edmundo. Eleven (11) years past assessments are owed the Association and they are not currently on the County tax rolls. Rob briefly explained the background behind this request. Sandy requested Board and Committees Budget input. The Nominating Committee will be appointed at the June 14<sup>th</sup> Board meeting. There are three (3) openings (Rob Hancik, Bob Reichert, and Gordy Quick).

Sandy also asked the Board to consider revising the office staff work week to 4 days at 10 hours/day with alternating days off. Discussion ensued resulting in Bob Lilley motioning to give the new hours a 3-month trial period with a monthly schedule provided to the Board showing both Celeste's and Sandy's hours of coverage and days off. Bob Reichert seconded the motion. ***The motion unanimously passed with Rob Hancik,***

**Fred Boland, Bob Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.** It was noted that the office will be covered 9-5 five (5) days/week.

Sandy reported to the Board that the office was notified by a property owner that he had received a letter addressed to his wife from the Association stating that their property was in violation of multiple deed restrictions (various noxious weeds and invasive plants are visible from the street and are encroaching neighboring lots; the lot must be totally re-sodded by a licensed contractor no later than June 8, 2011; and failure to comply will result in a \$200 per day fine until rectified; various non-conforming items are being left outside, lawn equipment, children's toys, basketball hoops, etc.). This letter was typed on plain paper showing a header with the Association's name and picture of a bird which was obviously copied and pasted directly from the Association's website. The letter was also signed "Celeste Midolo, Administrative Assistant". The envelope shows that the letter was mailed from St. Petersburg, FL. It was sent with a regular postage stamp affixed, whereas Association mail is metered. This letter is fraudulent and was NOT initiated by either the Board of Directors or the Association's office staff. The property owner is NOT in violation of the Deed Restrictions. Property owners who receive a letter such as this should notify the office or one of the Board of Directors immediately.

#### **OLD BUSINESS:**

#### **DIRECTOR REPORTS:**

#### **SAFETY & PREPAREDNESS – Fred Boland**

Fred reported that he spoke with a woman who "may" be interested in taking over the leadership of the Community Watch. He also reported a vehicle parked at Boca Vista and Vincent. The owner was fishing behind the lots on Boca Vista. Fred telephoned the owner who agreed to cease fishing in this area. Gordy Quick also reported the same vehicle and left a note on the windshield. Sandy noted that Officer Robert Melendez, our policing officer for District 3, will be retiring the end of June.

#### **MECHANICAL & MAINTENANCE – Bob Lilley**

Bob stated that the Park bush hogging was discussed under the Manager's report and he had nothing else to add at this time.

#### **LAKES WATER QUALITY – Bob Lilley**

Bob reported that we still continue to treat the midges, and will have a more complete report for June's Board meeting. During his inspection of the lakes for midges, Bob noted some of the banks along the lake edges are eroding. He started looking into different options for securing the banks. He found eco-friendly sandbags where the sod grows through them. Bob would like to conduct an experimental study by placing these sandbags on his property and that of his neighbor at their expense and report back to the Board with the results. This may be a more viable option than utilizing riprap. Gordy Quick motioned to allow Bob Lilley to purchase these sandbags at his own expense and place them along the banks of his property and those of his neighbor's for

the purpose of conducting an experimental study and report the results back to the Board. Bob Reichert seconded the motion. ***The motion unanimously passed with Rob Hancik, Fred Boland, Bob Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.***

Bob also reported that we have received the “FLIT” product to treat mosquitoes from Clarke and has purchased a backpack sprayer for applying the chemical. This will be used mainly in the Park.

### **LONG RANGE PLANNING – Bob Reichert**

Bob Reichert reported the LRP Committee met this month to review the Master Plan for the Park that was recently completed by Banks Engineering. The plan was displayed as Bob discussed the potential use of the 55 acres of land between the existing pavilion to Rio Togas Road and out to Cape Horn and back around to the pavilion area via walking and cart paths—creating a loop. The Plan was developed from property owner input over the years of what they would like see. It is a long range plan where some things could be implemented as soon as next year and the remaining items over a 20-year period. The Plan shows tennis courts, administration and maintenance buildings, combination baseball, soccer and football field, amphitheater, basketball courts, bocce court, additional picnic area, and fountain in Stork Lake. All abutting properties would have a landscape buffer. Retention ponding for water runoff is shown. SWFWMD permitting and county permitting must be sought, as well as determination of Park road entrance as it relates to the widening of Burnt Store Road. The Park will become focal point of the community. It was noted that to fund the implementation of the entire Plan would cost about \$200 a year per property owner for three (3) years. Rob Hancik stated that he has addressed the Plan in the Newsletter to be mailed out shortly to the property owners, and it will be posted on our website for property owners to view. After further discussion, Bob Lilley motioned to adopt the Master Plan as reviewed and recommended by the Long Range Planning Committee. Gordy Quick seconded the motion. ***The motion unanimously passed with Rob Hancik, Fred Boland, Bob Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.*** Rob suggested taking the concept to the County’s Growth Management Department and then determine when to approach SWFWMD. If Banks Engineering services are required, funds could be included in the new fiscal year budget.

### **COMMUNICATIONS – Aimee Schneider**

Aimee Schneider reported that one CIN message regarding closure of Burnt Store Road over Alligator Creek was sent out during this period. The Newsletter is in process—some articles from directors are still needed. It should be ready for the printer during the 3<sup>rd</sup> week of May for mid-June publication.

### **BEAUTIFICATION & ENHANCEMENT – Gordon Quick**

Gordy reviewed the Committee’s minutes from their May 4<sup>th</sup> meeting. They decided to not remain directly involved with the Master Plan since the Long Range Planning Committee has taken this project on. A meeting with Ric Roberts of Gulf Coast Signs has been scheduled for tomorrow to review his sign concept for replacement of the Vincent Avenue entrance sign. The other two vendors’ submissions have already been

reviewed. A recommendation will then be made to the Board for approval. Funding is already in place in this fiscal year's budget. Gordy also reported that Ric has agreed to correct the flaws (bolts) of the current signs at 9 entrances to the community that did not withstand heavy winds from a recent storm (under warranty). He also stated that the County has sent out a request for bids for engineering firms for designing street lighting at five additional entrances into the community. Gordy reported that the Committee's proposed budget figures were discussed that included seasonal decorations and plantings; landscaping and signage improvements in the Park. Also discussed was correcting or adding another drip line in the roundabouts to insure adequate watering of the poinsettias at the holiday season. Bob Reichert also mentioned that manual operation of the irrigation system at the front entrance to water the sod is being done for an hour a day.

### **COMMUNITY STANDARDS - All**

Stan Hochstadt reported there was one violation reported for vehicle signs and parking; two waivers for trailers/RV/Boats were provided; no sign violations this period; nine landscaping violations reported of which four were resolved (3 by the POA). Five remain unresolved; eight trash cans violations were reported; two home maintenance violations of which one remains unresolved. Community review schedule for May/June is Rob Hancik and Gordy Quick; and June/July is Aimee Schneider and Stan Hochstadt.

### **ARCHITECTURAL REVIEW – Fred Boland**

Fred Boland reported two ARC recommendations for approval by the Board of Directors: Home color change at 88206 was recommended for approval; and approval was recommended for installation of a well for irrigation at 86602. Fred Boland made a motion to approve both recommendations. Gordy Quick seconded the motion. ***The motion unanimously passed with Rob Hancik, Fred Boland, Bob Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.***

### **COUNTY RELATED ITEMS**

SCCC meeting was held on April 28<sup>th</sup>. The speaker was Bob Herrington of the MPO. Interested citizens were encouraged to attend the MPO meeting to be held on May 9<sup>th</sup> at Punta Gorda City Hall were the reconfiguration of Zemel Road input can be given. The next SCCC meeting is scheduled for May 26, 2011, and the speaker will be Anna Callwood, Community Development Consultant, who will talk on "Building Strong Communities". Bob Reichert then outlined each of the three possible Zemel Road reconfigurations for the benefit of the Board and those in attendance.

Sandy stated that she will contact Dawn Harrison to advertise and set up a MSBU Advisory Board meeting for the end of June.

### **NEW BUSINESS**

The "No Burn" Policy was presented for approval by the Board. The Board previously reviewed the policy from May's Board meeting and a few changes were made. Gordy Quick made a motion to adopt the No Burn Policy with Fred Boland seconding the motion. ***The motion unanimously passed with Rob Hancik, Fred Boland, Bob***

**Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.**

### **ADJOURNMENT**

Bob Lilley motioned to adjourn the meeting at 7:45 p.m. with Stan Hochstadt seconding the motion. ***The motion unanimously passed with Rob Hancik, Fred Boland, Bob Reichert, Bob Lilley, Gordon Quick, Aimee Schneider, and Stan Hochstadt voting Aye.***

### **OPEN FORUM**

Rob Hancik stated that in putting information together for the Newsletter, he notes that out of the \$275.00 we are currently paying in annual assessments, \$62.00 goes towards people who are delinquent. He stated that the budget shows two sets of figures---one what it costs to fund the budget without rollover of reserves, and one which shows the actual assessment billed which has been offset by the rollover of reserve funds. We are looking at much less rollover after this year.

Rick Mathis commented on the engineering required for the proposed entrance lighting—stating that engineering has already been done for the Cape Horn entrance. Rob explained that the bid the county is soliciting is to choose the engineer for the project by ranking them. Once an engineer has been chosen, the actual engineering of the lighting project will be worked on.

Rich also suggested purchasing a used ice machine for use in the Park. Bob Lilley stated that he appreciated Rick's thoughts, but at this point we could not justify the expense.

Bob Reichert stated that he did not report on the status of the canoe/kayak launch under Long Range Planning. He noted that we have begun engineering, design and permitting of the project. The proposed area has been surveyed.

Open forum ended at 7:50 p.m.

Respectfully submitted,

Sandra J. Funk, Secretary  
To the Board of Directors

**Note:** The next regular meeting for the Board of Directors is scheduled for Tuesday, June 14, 2011 at 6:00 p.m. in the Conference Room of the BSLPOA located at 100 Madrid Blvd., Unit #212, Punta Gorda, FL 33950

May 25, 2011