



Annual COA Meeting Minutes December 8, 2010 at 7pm

Meeting was called to order at 7:08pm

Board Members Present:

Tonia Bascom – President
Augusto Gil
Armando Rodriguez

Home Owners Present:

James Cottle
Bruno Pittini
Karen Mercer
Robert Rainsberger

Staff Present:

Heather Dady – HOA Property Manager

Minutes from previous meetings held on Aug. 16, 2010 – presented by Armando

- Pressure washing breezeways and areas that need greater attention was in process, about half completed by Tito.
- Access gate repaired and functioning at this time. All gates are under video surveillance. Changing the walk-in gates was also discussed but tabled until quotes are received.
- Keith Ware with Secure2Ware presented the new video surveillance system to all attendees. He explained that the system we have installed has the capability to review the footage and can be used in the prosecution of criminal activities.
- Both pools are open for use. The front pool has been retiled and looks great.
- Lights on property are being checked and replaced as needed. In the event that a light pole isn't working, it needs to be reported directly to TECO.
- The fitness center will be operational in a couple of weeks. Rivera's Fitness will repair and maintain the equipment.
- All Human Resources services have been transferred to ADP.
- New Condo Laws are effective as of July 1, 2010. The law changed to reflect the HOA can only collect 12 months or 1% of past dues fees; whichever is less. Also, past due fees can be collected from renters if owner fails to pay.

- Credit cards can now be accepted in the office for HOA dues or water payments.
- Effective immediately, a \$100 water deposit is required for all new renters. Hopefully this will help offset the expense of final water bills that are unpaid.
- There was a Community Pool Party held on September 17, 2010. Many attended and was enjoyed by all. We had plenty to eat and lots of fun!
- The playground area is cleaned and being used.
- Pet policy was discussed (size, cleaning up after pets)

President Report – The year in review (See Attached)

Heather's Report:

- NWP, the current third-party processing for the water bills, has gotten off to a rocky start. New contacts made with a Senior VP and things should improve.
 - Owner/renter procedures – As each owner moves in, I introduce myself and explain that rules are in place and enforced. This includes late fees, reconnection fees, background screening fees, etc. So far, the owners seem pleased and positive about the discussion.
 - Parking – Reported suggestion made by the Hillsborough County Sheriff's office to not allow cars to park on property with the back-end of the vehicle facing the sidewalk. This hinders police departments and towing services ability to quickly verify vehicle tags and run registrations if necessary. It was unanimously agreed that this should go into effect, but discussion ensued as to how to enforce it. Final decision was to put a policy in place.
- Towing company – discussion on decision to switch company once necessary research is complete.
 - Holiday door hangers will be placed on all occupied doors as a way to promote community unity.

Treasurer's Report -by Gus

- Tonia doing great. She has taken charge of the account receivables/payables and now the Association is completely self-managed
- Cash on hand totals \$9,516.33
- Outstanding Payables totals \$36,244.13
- As of December 27, 2010, outstanding water bill to BOCC totals \$18,293.68 Grand outstanding HOA 90 days \$186,974.44
- Financials are ok. Flat-lined but maintaining which is a significant achievement all things considered. Motion by Tonia, seconded by Armando – PASSED

Old Business:

- Walk-In gates – bid \$3000 to replace on hold
- Shop door - \$748. Motion by Tonia to replace door, denied by Armando and Bob – should be less expensive – get three bids.
- Credit card processing– Crescent no longer processing because of issues. New credit card processor is h ProPay and charge a flat rate of \$129.95
- Fitness center needs some repairs. Approximate costs total \$500
- HR with ADP – working very nice.

New Business:

- Budget, very real with actual figures
- Motion to leave fees as is for this year. 2012 will see an increase of 3-5% increase. Seconded by Armando
- Valley Crest - \$11,000 divided into 3 payments.
- 2011 goal to replace both pool gates & fencing as required by our insurance totals \$20,000 (Bids are old will need to be updated.)

Keys for the units – much discussion by those present, final decision:

- Procedure – try to contact owner, two people, voluntarily keys from owners
- Motion to provide voluntary keys in Gus 2nd Armando
- Parking passes – to deter trespassers, explore costs & necessity – tabled until second or third quarter
- Reserved parking spaces \$15/month for 6 months or \$25/month for 12 months
- Park facing forward-no backing in. Motion by Tonia, seconded by Armando ***MEMO**
- Sam's club has offered a membership drive for owners/renters. Dec 10 - **notice at handrail*
- Christmas community event - **MEMO**

Election of 2011 Officers:

Tonia Bascom – President

Robert “Bob” Rainsberger – Vice President

Augusto Gil - Treasurer

Armando Rodriguez - Secretary

Motion to accept the presented slate of officers by Tonia, seconded by Gus - PASSED

Congratulations!

Motion for Tonia to be President by Gus and Armando

Gus motion for Armando to be Seconded – Bob

Treasurer, by default

Vice President for Bob, Gus & Armando

Adjourned 8:54pm