

# Meeting Notes 02/16/2023

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Called to Order 6:23 PM

In attendance: Deann, James, Megan, Margaret

Absent: None

Quorum met

Notice of meeting posted

Approval of Minutes: January minutes were approved.

## President's/Manager's Report

1. Tree trimming: Tree trimming to begin shortly, T.C. to contact Stephen's tree service for date. T.C. will also discuss with Stephen's the removal of tree behind unit 104/105 which may, in the near future, interfere with the unit's structural integrity.

## Treasurers' Report:

1. As of 02/16/2023:
2. Operating Funds: \$124,424  
Reserve Funds: \$131,551  
Delinquencies: \$7,743 (\$2,540 allowance for doubtful debts)  
Special Assess Del: \$6,662
  - a. Total delinquencies: \$14,405
3. Reviewed delinquencies. The majority of the delinquencies over 90 days are attributable to one unit owner.

## Old Business:

1. Any unit owner past due on maintenance and/or special assessment fees will have their fob deactivated. When their account is brought up to date the fob will be reactivated. Ameri-Tech controls the fobs. A discussion on changing the number of fobs issued per unit, board decided that the current one per unit will remain in effect.
2. Reviewed the violation report. Due to the numerous and violation issue dates the board asked that this be tabled so they will have the time to review in detail. Violations report was tabled until the March 16<sup>th</sup> meeting.

## New Business

1. Rules & Regulation update: Discussed why this update was necessary and reviewed the changes with the attendees to the Rules & Regulation. The board decided that the update will be effective as of June 1, 2023, and will be mailed via US Post to all unit owners. Updates discussed were:
  - a. Trash - #6 sub a: All cardboard boxes (example: Amazon, FedEx, UPS, Chewy etc.) MUST be broken down and placed in the appropriate recycle bin. Contact solid waste/recycling at (727) 562-4933, with any questions.
  - b. Traffic and Parking - #5 sub g: Edit: .... except when contractor is working on Woodlake projects.

- Traffic and Parking - #5 sub h: PODs, POD like storage units and moving vehicles (trucks, vans, trailer, etc.) are limited to 3 days on property and MUST be parked in unit owner's assigned parking spot.
- c. Upkeep and Improvements - #4: coolers, storage containers sporting equipment, gardening tools, etc.) left in the common areas and/or limited common areas or anywhere outside the unit and fenced areas and within view, overnight are subject to violation and/or removal.
  - d. Miscellaneous - #4: .....if lost or unusable. An unusable fob must be returned to receive a replacement. Please contact Ameri-tech 727-726-8000.
2. Compliance/Violations Committee:
- a. Examples of paperwork was presented and discussed. The Compliance Committee (AKA Fining Committee), if fines are under consideration, will be held before the usual monthly board meeting (3<sup>rd</sup> Thursday of the month).  
*Due to feeling ill Megan left the meeting at 7:43 PM*
  - b. T.C. read the policy and discussed it and procedure with the board of directors and the committee members. T.C. will email the policy and procedures to the committee members.
3. Landscaping: Discussion of changing landscaping companies was tabled until March 16<sup>th</sup> meeting. T.C. received three quotes:
- a. US Lawns
  - b. Russell Landscaping
  - c. GS Lawns
4. The Woodlake form ARC (Architectural Control) was presented and discussed. T.C. reviewed the reasons for the form and how to complete it. A copy of the ARC will be included with the updated Rules & Regulations when distributed via US Post to all unit owners.
5. Unit owners are requesting what paint color is required to be used on unit's front doors. Margaret to supply the paint color numbers to Woodlake News to be included in the next issue.

#### Comments

- Unit owner agrees only one fob is necessary per unit.
- Owner's discussed upkeep & maintenance of unit.
- Question on tree trimming. T.C. reviewed the tree trimming process.
- Unit owners commented on trash areas being "a mess" and questioned using cameras and/or a spotlight to discourage "dumping". Options were discussed to monitor trash areas.
- T.C. to check with US Lawns – do they mow grass that is within grass areas.
- Discussed gutters and unique issue with #37 where the Woodlake board had them installed to alleviate flooding. All other installed gutters & downspouts are the unit owner's responsibility.
  - The board agreed with unit #41's question that her brown gutters were in compliance.
- Contact T.C. if your assigned parking spot is being used by someone other than the unit owner. Please supply pictures (with license plate readable).
- Owners commented that they appreciated having the meeting via zoom.

Adjourned 8:13 PM

Next Meeting: March 16, 2023

#### Motions:

Motion: To waive reading of January's minutes. Made by Margaret - 2<sup>nd</sup> by Megan 4 in favor/0 opposed.

Motion: To approve January's minutes as presented. Made by Margaret - 2<sup>nd</sup> by Megan 4 in favor/0 opposed.

Motion: To approve update to the Woodlake Rules & Regulations. Made by James - 2<sup>nd</sup> by Deann 4 in favor/0 opposed.

Motion: To approve the updated Woodlake Rules & Regulations will be effective as of June 1, 2023. Made by James - 2<sup>nd</sup> by Margaret 4 in favor/0 opposed.

Motion: To table discussion on violation report until March 16<sup>th</sup> meeting. Made by James - 2<sup>nd</sup> by Margaret 4 in favor/0 opposed.

Motion: To implement the Woodlake Compliance Committee. The Committee Members are:

Marina – Unit #45

Katia – Unit #43

Vera – Unit #104

Made by James - 2<sup>nd</sup> by Margaret 3 in favor/1 absent/0 opposed.

Motion: To table discussion on landscaping quotes until March 16<sup>th</sup> meeting. Made by James - 2<sup>nd</sup> by James 3 in favor/1 absent/0 opposed.

Motion: To adjourn at 8:15 PM. Made by James - 2<sup>nd</sup> by Deann 3 in favor/1 absent/0 opposed.