THE PARK AT WOLF BRANCH OAKS HOMEOWNERS' ASSOCIATION, INC. Board of Directors Meeting Minutes

Date: Wednesday, May 26, 2021

Time: 6:00 p.m.

Location: 23229 Oak Cluster Drive, Sorrento, FL 32776

Board Members Present: Joe Routt – President Myrtle Webb – Vice President

Karin Pierson – Treasurer Jeff LaChapelle – Secretary

Absent: Austin Moffit

Management Present: Barbara Proctor, CAM, of Bosshardt Property Management

OPENING: The regular monthly meeting of the Board of Directors was called to order at 6:04 p.m. by President Joe Routt. It was noted that the meeting notice had been posted properly and that a quorum had been established.

APPROVAL OF MINUTES: The minutes of the April 19, 2021, meeting were approved as distributed.

REPORTS:

- Treasurer: Karin Pierson reported that although the subscription to Quickbooks had expired, the HOA would
 always have access to the historical records according to the CPA. Barbara Proctor, CAM, reviewed the financial
 reports. All owners had paid in full except two owners who prepaid resulting in a \$14 each shortfall. BPM to
 collect these past due balances and to remind these owners they CANNOT PREPAY BASED ON THE PRIOR YEAR
 BUDGET WHICH MAY CHANGE.
- **ACC Committee:** Myrtle Webb reported the inspection was completed on May 26th. A Facebook post will be made from the board thanking owners for their efforts in maintaining their property and recognizing the need for additional time due to the lack of rain for improved lawn conditions.
- Landscape Committee: Myrtle Webb reported the difficulties encountered with the entrance landscape upgrade and unexpected additional costs for water bags for the Magnolias due the lack of rain, and delay in culde-sac improvements due to a lack of inventory. Irrigation system repairs (pressure switch for 85-gal tank) is to be paid from reserves. BPM is to obtain additional proposals for renovating the entrance signs.
- Water Committee: Joe Routt reported on behalf of Kevin Reeves the following recommendations: replace check value, concrete pad, paint the water tank and plumbing to the tank which are starting to rust (Estimated cost \$10,000 to be paid from reserves), and to replace the deteriorated existing shed with a new 12'x20' shed. Sketch was given to BPM to obtain quotes for drawings and specs to submit for permitting and to obtain bids from contractors.
- **Property Management:** Barbara Proctor, CAM, presented the property management report.

UNFINISHED BUSINESS:

- **Annual meeting:** BPM instructed to contact The Real Life Christian Church to determine if the church premises are available for an in-person annual meeting on a Thursday evening at 7 p.m. in August.
- **Trailers:** BPM reported notices were mailed allowing violations to be sent to owners not in compliance with the trailer restrictions.
- **Trucks:** The board voted to adopt of the following clarifications:

The Board wishes to clarify the terms and requirements in Article VIII. Section 13 of the Declaration. The term mobile home shall be defined as set forth in section 310.01(2)(a), Florida Statutes. Further, boats and/or

boat trailers are only permitted to be parked or placed on a lot on a temporary basis not to exceed 48 hours. The 48 hour period shall mean not to exceed 48 consecutive hours in any seven (7) day time period. The forty-eight (48) hour time period will immediately commence once the board and/or boat trailer are parked on the driveway and continues even if the boat and/or boat trailer is moved during this forty-eight (48) hour time period.

The Board also wishes to clarify the terms and requirements in Article VIII, Section 13 of the Declaration. A truck ½-ton through and including a 1-ton utility van truck shall not exceed a total exterior size of 8 feet-2 inches above ground level, 18 feet-6 inches in length and a width of 7 feet-8 inches shall be permitted. Lot Owners who currently have a truck exceeding these exterior limitations will be permitted (grandfathered) to retain the vehicle. However, should the Truck, which is permitted/grandfathered, be replaced by a new or different type of Truck, the new or different Truck is not grandfathered and shall be subject to the restrictions of Article VIII, Section 3 of the declaration.

- **Pending amendment to covenants:** BPM to send letter to send to owners that have not signed the proposed amendment to change the number of owners required to amend the governing documents and to incorporate new language covering rentals and rental property.
- Entrance sign: BPM to obtain additional proposals.

• Farm sale: pending

NEW BUSINESS:

- Reserve funding: \$25,000 to be moved from Seacoast money market to First National Bank money market which pays better interest. BPM to obtain information for alternate bank accounts and at First Federal without BPM as a signatory.
- Collection policy: Motion adopted to approve BPM's collection policy to be posted on the web site.

NEXT BOARD MEETNG: June 30, 2021, at 6 p.m. at 23229 Oak Cluster Drive, Sorrento, FL

ADJOURNMENT: Meeting was adjourned at 9:23 p.m.

Submitted by: Barbara Proctor, CAM, Bosshardt Property Management