

**WATERFORD LAKES TRACT N-25A NEIGHBORHOOD ASSOCIATION, INC.  
(CYPRESS ISLES)**

**Board of Directors Meeting**

**MINUTES**

Location: Connect Realty (11513 Lake Underhill Rd., Orlando, FL)

**January 19, 2016      6:30 p.m.**

DIRECTORS PRESENT

Harold Engold, President  
Bob Conner, Vice-president  
Myron Davis, Treasurer  
Dennis Horazak, Secretary  
Cookie Symons, Director at Large

Also present were Ryan Kerlin, Associa Community Management Professionals; Sandy Horazak, Neighborhood Watch Coordinator and Newsletter Editor; and two homeowners.

MEETING SUMMARY

- Call to Order—The meeting was called to order at 6:35 p.m.
  - Proof of Notice—Notice of the meeting was posted in the community as required by Florida Statutes and the Association’s governing documents
  - Certification of Quorum—All five directors were present, forming a quorum to conduct business.
1. **Adoption of Agenda** – Mr. Horazak moved and Ms. Symons seconded a motion to approve the agenda. The motion passed 5:0.
  2. **Approval of Previous Meeting Minutes**— Mr. Horazak moved and Mr. Conner seconded a motion to approve the minutes of the November 17, 2015 meeting. The motion passed 5:0.
  3. **Architectural Review Applications**—Mr. Engold presented the ARC report.
    - A. The ARC processed applications for fences at 617 Divine Circle and 726 Spring Island Way, security cameras at 504 Spring Island Way, and a tree at 624 Divine Circle. All three applications were approved and forwarded to the WLCA ARC.
    - B. Mr. Kerlin reported 25 properties where the new 95-gallon trashcans left outside and visible from the street. Waterford Place has a draft policy for the storage of those trashcans. Mr. Horazak will send copies of that draft policy to the board for approval. If approved, the policy will be included with citation letters sent to the appropriate property owners.
  4. **Grounds Maintenance** – Ms. Symons reported the status of the dead bush replacement behind 939 Spring Island Way. Three bushes in the middle of a hedge mysteriously died in November 2015. DPC Orlando is investigating and plans to replace the bushes after the cause of death has been determined and remedied.
  5. **COPS** – Mr. Engold reported three hours of patrolling in December, He plans to attend a COPS meeting on January 23.
  6. **Neighborhood Watch** – Ms. Symons reported two home burglaries, one attempted home break-in, and the theft of a car with its keys in it. The Orange County Sheriff’s Office is investigating.
  7. **Newsletter & Website** — Ms. Horazak reported that the deadline for next newsletter is February 1.

8. **Report of the Association Manager** – Mr. Kerlin reported the financial status of the Association and the status of delinquent accounts, leading to the following actions.
  - A. Account 105-0224 – This account is still delinquent and a lien will be claimed.
  - B. Account 129-1193 -- This account is current.
  - C. Account 134-4370 – CMP will check the balance on this account.
  - D. Account 105-1838 – A settlement including a payment plan has been signed.
  - E. Account 105-0812 – ARC violations still exist and a mediation demand letter has been sent to the owner.
  - F. Mr. Horazak will compile a list of rental owners, account balances, and ARC violations. The board asked CMP to send letters to owners who rent requesting a copy of the lease and listing all persons living in the residence.
9. **Unfinished Business - Pond Aerator Status** – The system was diagnosed by a professional who lubricated the compressors, upgraded electrical parts, and recommended converting the power source from solar-battery to 120VAC-to-24VDC. Mr. Conner moved and Ms. Symons seconded a motion to approve an amount not to exceed \$1,000 to convert the power source as recommended. The motion passed 5:0.
10. The **next board meeting** will be at 6:30 p.m. on March 15, 2016. A meeting room in the WLCA Community Building has been reserved for Cypress Isles at this date and time.
11. **Adjournment**—Mr. Horazak moved to adjourn and the meeting was adjourned at 7:54 p.m.

Meeting minutes prepared by Dennis Horazak, Secretary

Minutes approved by the Board of Directors at its meeting on \_\_\_\_\_, 2016.

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President