

**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 20, 2015 6:30 p.m.

DIRECTORS PRESENT

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

Bob Borg, Associa Community Management Professionals
Fran James, Associa Community Management Professionals

Sandy Horazak, Neighborhood Watch Coordinator and Newsletter Editor
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 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 unanimously.
 2. **Approval of Previous Meeting Minutes**—Mr. Horazak moved and Ms. Symons seconded a motion to approve the minutes of the meeting on November 18, 2014. The motion passed unanimously.
 3. **Architectural Review Application**—Mr. Engold presented the ARC report, including an approved application for motion sensor lights at 933 Spring Island Way.
 4. **Covenant Violations/Inspections**—The board directed the mailing of violation letters to all owners whose properties were cited by management.
 5. **Grounds Maintenance** – Ms. Symons reported that the ground near the water at the north end of the Cedarwood pond is mushy and might indicate an underground water leak.
 6. **COPS** – Mr. Engold reported 3 hours of patrolling since our last meeting.
 7. **Neighborhood Watch** – Ms. Horazak reported no activity except for the mischievous gathering of holiday lighting award signs.
 8. **Newsletter**— Ms. Horazak reported that the next community newsletter will be in February and will highlight pet walking etiquette (picking up after dogs) and addressing weeds in plant beds and lawns. Deadline for copy is February 1.

9. **Management Report**—Mr. Borg presented the management report and discussed several collection matters. Management will request that a rent demand letter be sent by the Association’s attorney for account 00131-1536. An intent to foreclose notice will be sent to the owner of the property associated with account 00105-1838 on March 3, 2015. The Board requested management to check with WLCA to determine if they are pursuing collections action on this property.
10. **Maintenance of Entrances**—Ms. Symons discussed the bid she received from Dependable Property Care, LLC to pressure wash the walls and to paint the toppers, and to replace the bulbs with lower wattage energy-efficient bulbs. (DPC is pricing light bulbs and will report cost information to the Board.) After discussion, Mr. Conner moved and Mr. Horazak seconded a motion to approve the second portion of the DPC proposal (wall/sign repair) for a total cost of \$1,830. The motion passed unanimously. The directors agreed to handle the landscaping changes and lighting enhancements together at a later date. Ms. Symons will work with DPC to obtain a separate proposal for each category of work proposed by DPC.
Mr. Horazak will speak to the owners of the properties at 504 and 505 Spring Island Way regarding the excessive overgrowth on Association properties.
11. **Pond Aeration**—Mr. Conner, Mr. Engold, and Mr. Horazak installed the new pond aeration equipment. Mr. Conner is monitoring the equipment to insure that it is working properly.
12. **Next Meeting**—The next Board meeting is tentatively scheduled on March 17, 2015 at 7:00 p.m. at Connect Realty. However, the directors are considering March 18 or another alternate date, since March 17 is a holiday.
13. **Adjournment**—Mr. Conner moved and Mr. Engold seconded a motion to adjourn. The motion passed unanimously and the meeting was adjourned at 7:36 p.m.

Meeting minutes prepared by Fran James, LCAM, CMCA, AMS, Association Manager
and Dennis Horazak, Secretary

Minutes approved by the Board of Directors at its meeting on _____, 2015.

President