

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

Board of Directors Meeting

MINUTES

Location: WLCA Community Center, 453 Mark Twain Blvd., Orlando, FL

July 18, 2023 6:30 p.m.

Notice:

These Draft Minutes are not official until approved by a majority vote of the Directors at an official meeting.

DIRECTORS PRESENT

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

Treasurer Myron Davis was absent with notice. Also present were Towers Property Manager Terina Stevens; Neighborhood Watch Coordinator and Newsletter Editor Sandy Horazak; homeowners Gail Strachan, Frank and Kim Gallagher, and Ed Magnell; and Crossroads president Reggie Shribbs.

MEETING SUMMARY

- Call to Order—the meeting was called to order at 6:30 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—Five of six directors were present, forming a quorum to conduct business.
1. **Approval of Agenda**— Cookie Symons moved to approve the agenda. The motion was seconded and passed 5:0.
 2. **Approval of Previous Meeting Minutes**— Cookie Symons moved to approve the minutes of the May 16, 2023 meeting. The motion was seconded and passed 5:0.
 3. **Guest Speaker Reggie Shribbs** - Crossroads president Reggie Shribbs presented his view that many Waterford Lakes decisions that are now made by the WLCA board should be made by neighborhood representatives, but that most neighborhoods are not involved in Waterford Lakes. Reggie noted that only eight of 25 neighborhoods hold board meetings in the Community Building, and the only time most neighborhood presidents meet each other is at Special Member Meetings. He proposed that 1, 2, or 3 WLCA board meetings each year should be devoted to hearing neighborhood issues, to reduce neighborhood distrust of WLCA. As a first step, he proposed sending questionnaires to neighborhood boards so they could self-assess their strengths and limitations and determine whether they would benefit from assistance by WLCA.
Cypress Isles board members expressed their objections to the “one size fits all” approach used by the WLCA Community Standards Department because it disenfranchises functioning neighborhood boards.
 4. **Architectural Review Committee**

- A. **Architectural Review Applications**— Harold Engold presented the ARC report, including applications for fences at 769, 755, and 921 Spring Island Way; replacement driveway sections and replacement poured concrete curbing at 13756 Crystal River Drive; and a play set at 812 Spring Island Way. These applications were approved and forwarded to the WLCA ARC. An application for a fence taller than 6 feet but shorter than 8 feet, asking for a variance, was defaulted to WLCA.
 - B. **Covenant Violations/Inspections** – Board members noted that WLCA community inspections have failed to cite at 524 Divine Circle for overgrown shrubbery. Terina Stevens will report this oversight to WLCA.
5. **Grounds Maintenance** – Cookie Symons reported that United Land services has been unresponsive to the front entrance landscaping needs, and that Grasshoppers will be considered for 2024.

Responding to a request for proposal, United Land Services offered to prune & fertilize the four (4) palms at the Southwest entrance for \$600 and apply palm fertilizer for \$340. To offset the cost of future palm-care bids, Frank Gallagher volunteered to buy fertilizer and Bob Conner offered to help apply it to the palms. Frank will be reimbursed for the cost of the fertilizer. The palm pruning was tabled until bids are received from other landscapers.

6. **Neighborhood Watch** – Sandy Horazak reported vandalism and animal activity. On June 1 around 4:45 PM, two elementary school children broke into a house on Crystal River Drive. After entering the screened lanai, they kicked off the doorknob to the pool bath, tossed the doorknob through a window, and unlocked the broken window to enter the house, setting off the security alarm. No one was in the home at the time, but a neighbor saw them running away from the house when the alarm went off and recognized them from security camera footage. When the children returned to retrieve their belongings, she held them until police arrived.

On June 26 at 4:45 AM, a security camera in the 800 block of Spring Island Way captured the most recent visit by a coyote. In May 2022 the same security camera recorded a coyote in the 800 block of Spring Island Way, and in January 2023 that same security camera along with another neighbor’s security camera in the 600 block of Spring Island Way captured a small pack of 3 coyotes wandering the neighborhood after dark.

7. **Newsletter**— Sandy Horazak reported that the copy deadline for the next newsletter will be August 1, 2023.
8. **Management Report**— Terina Stevens presented the Manager’s report including the following items.
- A. **Entrance Signage** – Over the last four months Cypress Isles received proposals to refurbish all four entrance signs with costs ranging from \$6,000 to \$26,980. Board members compared the proposals and Bob Conner motioned to accept the bid from Taylor Made Signs to refurbish all four entrance signs for \$7,000 to be paid from Retained Earnings. The motion was seconded and approved 5:0.
 - B. **Delinquencies**
The owner of Account 303098 mailed a check to close the delinquency, and the owner of Account 303137 has paid in full. Closing those two accounts removes 77% of the delinquencies.
 - C. **MRTA Progress** – Terina received a “Notice of BoD Meeting” for MRTA preservation from DHN Attorney to be completed and mailed to Cypress Isles homeowners at least 72 hours prior to the meeting, and an affidavit that must be signed by the Board president after MRTA has been approved by the board. MRTA will be listed under New Business on the September Board Meeting agenda.

D. Trip and Fall Lawsuit –Terina received an Interrogatory document, which was forwarded to the Board for review. The Interrogatory contains questions asked by the Plaintiff and answers by the association. Neighbors Dennis and Sandy Horazak provided their answers, and Dennis will sign as board Secretary, have the document notarized, and give it to management to pass along to insurance.

9. **WLCA Vehicle Parking and Storage Amendment** – Christina Dones sent individual emails to all 25 neighborhood representatives asking for their interest in amending the WLCA Declaration to allow vehicle storage in fenced backyards. She has received 5 replies so far, 4 of whom indicated interest in discussing with their boards, and spoke to two presidents in person who are supportive. She plans to follow up with the remaining neighborhoods.
10. **2024 Insurance** -- The board reviewed policy renewal information for liability insurance and director and officer insurance for August 2023 to August 2024. The liability insurance premium increased by 5.62% to \$4,118.93, and the director and officer insurance premium increased by 1.53% to \$1,563.87. Bob Conner motioned to approve the renewal proposal, the motion was seconded, and the renewal was approved 5:0.
11. **2024 Budget Preparations** -- Dennis Horazak and Terina Stevens will prepare a draft 2024 operating budget for the Budget Workshop on August 26th, to be presented for approval at the September 19th board meeting.
12. The **Next Meeting** will be the Budget Meeting on September 19, 2023 at 6:30 PM in the WLCA Community Building.
13. **Adjournment**— With no further business the meeting was adjourned at 8:25 p.m.

Submitted by Dennis Horazak, approved by _____ . _____
Secretary President Date