

**BOARD MEETING OF THE
WATERFORD LAKES TRACT N-25A NEIGHBORHOOD ASSOCIATION, INC.
(CYPRESS ISLES)
MINUTES**

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

July 23, 2019 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

Cookie Symons, Director at Large

Also present were Kiera Francois, Associa Community Management Professionals; Sandy Horazak, Neighborhood Watch Coordinator and Newsletter Editor; and homeowner Gail Strachan. Myron Davis, Treasurer was absent with notice.

MEETING SUMMARY

- Call to Order—President Harold Engold called the meeting 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— Four of five directors were present, forming a quorum to conduct business.
 - Agenda - Dennis Horazak motioned and Cookie Symons seconded to adopt the agenda, the motion was seconded and the agenda was adopted 4:0.
1. **Approval of Previous Meeting Minutes**— Bob Conner motioned to approve the May 21, 2019 minutes. Dennis Horazak seconded the motion and the minutes were approved 4:0.
 2. **Architectural Review Applications**— Harold Engold presented the ARC report, including approved applications for a new roof and gutters at 13737 Crystal River Drive; a new roof at 732 Divine Circle; house paint at 13743 Crystal River Drive and 801 Spring Island Way; front door paint at 518 Divine Circle; pool heating solar panels at 927 Spring Island Way; removal of a pine tree causing damage at 819 Spring Island Way; and temporary dumpster placement in the driveway at 908 Spring Island Way. All applications were approved and forwarded to the WLCA ARC.
 3. **Covenant Violations/Inspections**—Manager Kiera Francois reviewed the violation list with the Board. Appropriate letters were sent and legal action will be pursued. Dennis Horazak motioned to instruct our attorney to send a second letter directing account number 132-0174 to add plants in the plant beds against the front of the garage. Bob Conner seconded the motion and the board approved it 4:0. CMP will send a second letter to account number 105-1184 if their trashcans are still in view at the next inspection.
 4. **Grounds Maintenance** – Harold Engold reported that WLCA landscapers have been cutting the grass on the border of Cedarwood Pond even though Cypress Isles is responsible for that task. The lights are working at all four entrance walls.

5. **COPS Committee** – Harold Engold reported seven hours of patrolling in June. The Orange County area coordinator will ride along with community COPS personnel in July.
6. **Neighborhood Watch** – Sandy Horazak reported that a homeowner in the 800 block of Spring Island Way was the victim of a “swatting” incident on June 4th. No other criminal or suspicious activity occurred in the neighborhood since the last meeting.
7. **Newsletter and Website** — Sandy Horazak reported that August 1, 2019 is the copy deadline for the next newsletter.
8. **New Owner Welcome** – Sandy Horazak reported that Pattie Stacy-Molina delivered welcome baskets to new owners at 819 and 510 Spring Island Way.
9. **Management Report**— Kiera Francois reported on the June financials and delinquencies.
10. **Account 127-1430 Status** – Dennis Horazak motioned to close the legal file for Account 127-1430. The motion was seconded and passed 4:0. CMP will send a letter to the owner questioning the absence of an ARC application for the roof repair and the mismatched shingle colors.
11. **Account 105-0583 Status** – CMP will instruct our attorney to send a letter to account 105-0583 regarding multiple ARC violations, as the board directed at their May 20, 2019 meeting.
12. **Account 105-1443 Status** – Family members are reconditioning the property. Progress will be monitored and assessed at the next inspection.
13. **Miscellaneous Supplies Expense** – CMP reported that a new annual \$700 charge was for un-trackable expenses. When directors questioned the validity of unannounced, unbudgeted, un-trackable expenses, Kiera Francois agreed to investigate further.
14. **Expense Reclassification** – The \$164.75 expense that was erroneously charged to Community Events was actually used to upgrade the Cedarwood Pond pump. This charge will be moved to Lakes / Ponds / Water Maintenance account, which will return the Community Events account to its correct level.
15. **Contract Reviews** – The directors briefly reviewed the performance of maintenance and professional services contracts. No action was taken.
16. The **next board meeting** will be the Budget Meeting on September 17, 2019. A workshop will be held on September 7th to finalize the budget.
17. **Adjournment**— Bob Conner moved to adjourn, there were no objections and the meeting was adjourned at 7:40 p.m.

Meeting minutes prepared by Dennis Horazak, Secretary

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

 President