

WATERLEFE MASTER PROPERTY OWNER'S ASSOCIATION, INC
10025 WATERLEFE BOULEVARD
BRADENTON, FL 34212

NOTICE OF BOARD OF DIRECTORS MEETING

February 25th, 2013

3:00 P.M.

THE RIVER CLUB
995 FISH HOOK COVE
BRADENTON, FL. 34212

OPENING

Call to Order, Roll Call, Establish Quorum

The meeting was called to order at 3PM by Franklyn Dickson, President.

Present for the Board were: Franklyn Dickson, Tom Werner, Bill Stasiuk, Dik Hall, & Mary Lou Kovac, a quorum was present.

PROOF OF NOTICE OF MEETING

The meeting was properly noticed on the Waterlefe website, the bulletin board, channel 95 and at the front gate.

APPROVAL OF MINUTES

Minutes will be approved at March MPOA meeting

MPOA FINANCIAL UPDATE

MPOA Financials were submitted in advance electronically by Ben Strader for review.

River Club Financials – information provided by Jen Milne, River Club Manager

The Club was slightly under planned revenue for the previous month however, income is extremely good, cash flow is good. There has been a consolidation of accounts. Treasurer's report accepted by Franklyn.

A/V System - Two bids have been submitted for the a/v system upgrade, and there is a vast disparity in them for comparable work. The Audio Connection, LLC bid is for \$3988.39. James Vann Consulting & Design bid is for \$16,349.96. A motion was made by Dik to accept the bid from Audio Connection LLC for \$3988.39, seconded by Bill. Unanimously approved. Audio Connection will credit the repair work already done towards this quote, reducing the amount.

Pool – The Board will study the 3 submitted proposals for the pool repair. They are: Poolmasters \$26,577 - \$44,914, DuWet \$28,989- \$32,839, and Holiday Pools \$28, 281 - \$42,627. Ben Strader will be consulted about setting the money aside. The target date for the work to begin is 7/14/2013; it is estimated that it will take between 4 and 6 weeks. Members will be made aware that the pool will be closed for the duration of this work.

A/C Maintenance Contract – The warranty on the 2 newest units expired 12/31/2012; the new consolidated contract will cover all 8 units. It was moved by Dik, seconded by Mary Lou. The motion was unanimously approved.

Storage – The motion to approve the increase in the storage unit size at I Storage to a 10' x 20' unit at \$202.35 per month was made by Dik, seconded by Bill. The motion was unanimously approved. The increase in size is required for the protected storage of the additional dining chairs that are used for large events.

Grease Trap Contract – A contract is required for the grease trap clean out. It was awarded to Dar Pro, motioned by Dik, seconded by Tom, unanimously passed.

Copier/Printer/Scanner – Discussion was held about a lease for a new copier/printer/scanner. The motion to accept the quote of \$163.18 per month from Classic Business Machines was made by Franklyn, seconded by Tom, passed unanimously.

Reach-in cooler & Ice machine – Jen recommends the purchase of a reach-in cooler for salads. It will provide better cold storage and more efficient dining service. The cost would be \$3975.00 for purchase or \$235.40 per month for lease. The current icemaker is leased for \$234.30 and would need to be removed and replaced with a smaller ice maker. Cost for the smaller icemaker is \$4995.00 to purchase with a 3 year warranty, or \$170.00 per month to lease. Jen recommends purchasing both the reach-in cooler and the smaller ice maker at a combined cost of \$8970.00. A motion to approve the purchase was made by Bill, Mary Lou seconded. Unanimously passed.

Computers – Dik made a motion to purchase 2 new laptops; 1 for use by Jim Quade, the second for use by Denise at her desk in the River Club entrance. Purchase of computers and required wi-fi not to exceed \$1300.00. Seconded by Tom. Unanimously approved with the stipulation that it must be approved by the IT Committee.

Towel Report – Jen reported that they are reducing the amount of towels made available in the Locker room and monitoring the inventory carefully to reduce loss.

Utility Vehicles – Currently there are 2 utility vehicles that were included with the golf cart lease contract at no additional charge. That offer is no longer available and we will need to purchase 2 vehicles for use on property. One half the cost of one vehicle plus insurance will be the responsibility of The River Club. The MPOA will be listed as an additional insured. The vehicle will be titled to the CDD. Maintenance will be provided in-house at no additional cost. Motion to approve from Franklyn, seconded by Dik, unanimously approved.

PROPERTY MANAGEMENT - Presented by Christine Brookfield, MPOA Property Manager

Roof Pressure Washing - Two companies with the liability insurance were found that will offer a per house price for pressure washing roofs, and have the ability to bring in the required water. They are Under Pressure and Gorilla Clean. This matter has been referred to the Property Management Committee for additional consideration.

Kayak Signage – A Beautiful Mailbox will provide the signs for the kayak racks that advise owners that the MPOA is not responsible for kayaks stored on the rack.

Mulch for play area – Green Giant can provide play safe mulch that is ADA certified, exact cost to be determined. List Products & Services offers a poured surface for \$44,000.00. The Property Management committee will continue to search for additional companies and options.

Property Management copier – Motion: Whereas the existing MPOA Property Management Office copier lease agreement with Classic Business Machines calls for an annual total number of copies to be 10,000 copies before excess per copy charges of \$0.0334 begin and; Whereas the MPOA Property Management Office has already exceeded this usage due to copies for the MPOA Annual Meeting a lease agreement for the copier with a larger annual usage amount is needed and; Whereas it has been determined that with the additional employees and additional managerial responsibilities and annual copy usage estimate has been derived to be 40,000 copies and: Whereas it is more economical to contract for the 40,000 copy annual usage fee rather than pay the excess per copy fee after 10,000 copies it is recommended that the MPOA modify its agreement with Classic Business Machines to raise the annual usage limit to 40,000 copies at a monthly fee of \$880.00. Moved by Bill that the copier lease with Classic Business Machines for the copier unit at the MPOA Property Management Office be changed from its present agreement for an annual usage of 10,000 copies to an annual usage of 40,000 copies at a monthly rate of \$880.00. Seconded by Dik. Unanimously agreed.

Fire Lane sign – Joe will contact Manatee County Fire Rescue to find out if a fire lane is required in front of the River Club entrance, if it needs to be marked, and if signs are required.

COMMITTEE UPDATES:

Property Management - A suggestion was made by Keith Wenzel, chairperson of the Property Management Committee to have more information transmitted to the residents electronically. Dik will investigate which information can be legally transmitted electronically. All back flow devices are being tested by Water Works. This is an annual requirement. Residents will be notified only if there is a problem and requires them to initiate a repair. The committee is working to standardize Villas landscape maintenance.

Newsletter – Jack Ritchie is working on it and welcomes submissions.

DRB – Tom Warner reported on the DRB meeting at which the tennis court in The Shores was discussed. The Board voted against it, but it is still being installed. He reported that no complaints have been received by the DRB. Franklyn reports that the MPOA has received several reports from Shores residents and non-Shores residents opposite the tennis court, but they declined to identify themselves. The Association attorney, Scott Petersen, does not recommend taking legal action. The entire MPOA BOD agreed with the attorney's advice.

Fence in the Villas – installation of a fence was started in the Villas without prior application and DRB approval. Installation was halted and the plans need to be revised as the fence would encroach on CDD property and prevent mowing of backyard turf.

CEC – no fining hearings are scheduled at this time. New member Michaela Valletta was welcomed. Berit Roberts has decided to step down and concentrate on other commitments. She was thanked for the time she spent on the CEC committee. Franklyn was able to persuade the homeowners displaying the “dog signs” to remove them. No further action will be taken against them.

Boat Lift Committee – no report

Activity Committee- Report from Dik, they have been very busy and successful. They are actively seeking new members. Committee members are now directly involved in each activity. The “Winner Winner Wednesday Dinner” program has been well received by members. Children’s Aquatic Day is being scheduled. Dik made the motion for \$750.00 for expenditures, seconded by Tom. Unanimously approved.

Welcome Committee – Mary Lou reports that the spring “Meet & Greet” is scheduled for March 13, 3 PM at The River Club.

Finance Committee – Report by Ben: all insurance is in place. The Property Management trailer is difficult to insure. The current lease runs through October 2013 and can be renewed for one year. The Shores reserve fund is in one separate account held at Wells Fargo. One **Committee** member with a financial background is being sought for the Finance Committee.

Motion by Ben Strader: Whereas the MPOA December 31, 2012 combined financial statements showed a net income in the amount of \$17,408.39 and; whereas this amount has not been moved into the MPOA’s retained earnings it is therefore; **MOVED** that the \$17,408.39 in net income on the MPOA’s December 31, 2012 balance sheet be moved into the retained earnings for the Waterlefe MPOA’s 2013 combined balance sheet. Seconded by Mary Lou, unanimously approved.

IT Committee – Is looking for members.

CATV – No report

River Club Committee – Dik is getting bids to redecorate the lower level and then the upper hall from Phyllis Balestra. Approximate cost to be \$10,000 - \$12,000

Fort Hamer Bridge Committee – Reported by Tom Davidson, nothing new as of today on progress. There are new aerial photos showing moving the bridge farther east. No new draft EIS.

Strategic Planning Committee – No report

Legal Council – No report

Presidents Council – No report

OLD BUSINESS – Reported by Franklyn, due to the fact that 2/3 of the Shores residents are paying their appropriate share, the MPOA is moving forward with the bridge repairs, sign, and road improvements. Shores resident and **new Shores Board member** Renee Eppert was present at the meeting and asked to comment, she declined.

The MPOA has committed to contribute 50% to the invoice for the trade mark in conjunction with the CDD.

NEW BUSINESS – None

HOME OWNER'S COMMENTS – Keith Wenzel requested the amount of deficit due to some of the Shores residents not paying their fair share. Per Bill the amount is \$56,650.00.

DIRECTORS COMMENTS

Tom – none

Mary Lou – none

Bill – Howie Drourr is moving and will be vacating several committees.

Dik – Asks that the members present help get volunteers for open committee positions

Franklyn – none

Adjournment at 4:20 PM, moved by Bill, seconded by Tom, unanimously approved.