

**Eagles' Reserve Homeowner's Association, Inc.**  
**Board of Trustees Monthly Meeting**

**May 12, 2020 - 7:00 PM**

**Virtual meeting – Minutes**

1. **Call to Order:** The meeting was called to order at 7:05 pm by President Len Demchak.

The president announced there was a quorum, and notice was posted as required. Present were: L. Demchak, P. Ehrman, D. Leonardo, S. Leonard, D. Morgan, L. Schmid, R. Khawan, L. Sirna. D. Fedash, represented Ameritech.

Residents in attendance: Several residents participated in the call at various times throughout the meeting.

2. **Approval of Minutes:** Demchak made a motion to approve the April minutes, seconded by Khawan. All in favor.
3. **Board Member Replacement:** The committee assigned to review applications to replace Stan Argo recommended Hank Riner for the position. Demchak introduced Mr. Riner and summarized his qualifications. A motion was made by Demchak, seconded by Khawan to approve Mr. Riner. All approved and welcomed Riner to the board. Demchak noted that Riner and Schmid will need to take the Board Certification course. Information for the online course will be supplied by Fedash.
3. **Reports:**
  - a. **Treasurer** – The report was reviewed and has been posted on eaglesreserve.info/reports. Leonardo made a motion we move \$250,000 from the operating expenses to deferred maintenance. Schmid seconded – all approved.
  - b. **North Board** – Demchak noted we will start posting North Board minutes on our website. Leonard mentioned there were at least two areas in the dividing wall on Arabian that have pipe openings allowing drainage from the community behind to drain into Eagles Reserve property. Demchak will discuss with the North Board as this should not be permitted.
  - c. **Legal** – Leonard gave the legal report. Five delinquent notices have been sent out. One property has been sent a notice of lien. Normal procedures will be followed on the lien.
4. **Ameritech Report** – Violation letters were sent to two homes on Lago Vista (LV) for having jet ski trailers in the driveways; an owner on LV for installation of a large front window without the standard panes; and a renter with an unauthorized tenant. The lights at the entrance flagpole were replaced with LED lights. The pool was reopened following Pinellas County rules for public pools and social distancing. Fedash posted several signs with these rules at the pool. Additional items are noted below.

**Unfinished Business:**

1. **Funds transfer** – As one of our main reserve accounts at BB&T is holding three times the money allotted for FDIC insurance protection there is a need to diversify. The board decided we should have a professional investment advisor recommend a safe, interest earning way to reinvest this money while keeping our liquidity. Demchak and Khawan have both consulted investment advisors at different financial institutions and reported on their findings. **Action Item:** Committee members Demchak and Khawan will have proposals submitted by JPMorgan/Chase and Schwab respectively. Reviews with the prospective account managers will be performed. A special meeting of the Board of Directors will then be scheduled soon after for moving the \$1.2 million and for final discussion and vote.
2. **Update on committee inspections of driveway repairs on Arabian** – Leonard reported the engineer inspected and noted some drainage is from higher lots behind the dividing wall on Arabian. There is also a layer of clay beneath the surface that does not allow the water to percolate. In addition, the lots on Arabian

were not graded properly when built. Solutions to drainage issues would include bringing in new dirt, and regrading or installing French drains, which many have already done. This drainage sometimes seeps through the cracks in the driveways. Cracks are inevitable and the committee feels repairs would be the HOA's responsibility if they became safety issues i.e. uneven paving or cracks larger than ½". This drainage also causes slippery surfaces at times on sidewalks. **Action item:** Obtain a legal opinion on HOA maintenance responsibilities and draft a document for guidance on handling said responsibilities for the board to review and comment to provide a policy for future use. This item is in conjunction with General Maintenance and Repairs, #9 below.

3. **Update on sunken driveway repair at 1572 LV** – Fedash reported the owner has not yet had a professional inspect the driveway. **Action item:** This item has been put on hold until further information from the owner.
4. **Light post repairs 1710, 1729, 1742, 1744, and 1746 Arabian** – Fedash has not heard back from owners on the status of their repairs. **Action item:** Fedash will contact Stan Argo and get the name of the company that rebuilt his post using a foam-based product and send the information these homeowners.
5. **Update on landscaping**
  - a. **Communication and expectations from West Coast** – Demchak sent WestCoast a letter last week outlining our expectations which include a monthly walk through and report on findings and work completed.
  - b. **Tree replacements on Arabian** – In progress.
  - c. **Phase 1 LV** – This has been completed. Four trees were removed, two sick and two at owner request.
  - d. **Tree Trimming** – The palm tree trimming approved last month will begin in June.
  - e. **Phase 2 LV** – Demchak completed the walkthrough with Mike Hemmer. An estimate was not yet submitted but to keep the project moving, Demchak made a motion seconded by Ehrman to approve Phase 2 up to \$10,000. Any amount in excess will need to be submitted to the board. All approved. There have been requests from owners to have brick planters added to their properties. It was determined if an owner wishes to add a planter box or deviate from the master plan, they must submit an Architectural Request form for consideration. Mike Hemmer will also be asked to fill in the hole that is in the grass by the sidewalk.
  - f. **Review of Arabian and updates needed** – There are still dead or dying plants and trees that need to be replaced on Arabian. 1761 Arabian was also to be included in the Phase I LV plan. They were potentially to get one of the palms being relocated on Arabian. **Action Item:** Demchak will discuss with Mike Hemmer.
6. **Bubbling paint issues update** - Leonard met with Sherwin Williams reps and P&R. Neither company feels they are liable. Owners were originally given the option of waterproofing certain areas which included removing and replacing all screws in screening areas. As this would have been cost prohibitive it was not done and is now causing problems with water seeping in areas not treated. **Action item:** Leonard will get P&R to give us estimates on repairs. Fedash will supply Leonard with names of other firms that do this work.
7. **Fence around pool equipment and pool area** – Fedash supplied some estimates to Demchak. Demchak has also looked at types of fencing. **Action Item:** Demchak will get bids from additional companies as well as get Fence Factory to rebid to include the fence around the equipment.
8. **Sod repairs at 1743, 1755, 1740 Arabian** – Two homes are complete. 1743 is scheduled for next week.
9. **General maintenance and repairs** –David Williams reported on the meeting with attorney Furio who gave the opinion that our document's (the declaration) wording is ambiguous and open to interpretation for what they hold the HOA responsible for, specifically regarding 8.0 of the declaration – General Maintenance and Repair. Of particular interest is that for driveways, gutters and roofs. Furio was tasked to evaluate section 8.0 and point out the ambiguities and provide suggested clarifications. His letter has been sent out and is being reviewed by all the members of the board. **Action item:** Board members will review the information and submit opinions to the committee members by May 22.

It was discussed as how to proceed in enacting new policies or an amendment of the documents. The two methods discussed were (1) to work towards making an amendment to the documents. This requires a 2/3 vote (122) of the owners. (2) The alternate method is to create "a Policy" document. This is a document written by the HOA lawyer that adds details of how the existing documents are interpreted. Fedash recommended that we follow the path of adding the policy vs. an amendment to the documents. It was the consensus of the Board of Directors that we move forward with the policy document path.

**Action item:** A draft policy letter by Demchak/Khawan, will be created and submitted to the Board before the next meeting. This letter will then be forwarded to Furio for his final recommendations.

10. **Gutter repair 1662 Arabian Ln** – These gutters are the old box gutters. It was determined that they needed to be replaced. Demchak made a motion, seconded by Khawan, all approved to replace the gutters per the estimate previously submitted.
11. **Roof inspection process and cost review** – Fedash noted the inspection and repairs contract was the same amount as last year and not more as previously thought. There was discussion by Morgan and Khawan offering differing opinions on the actual work completed and quality. It was determined no action was needed.

**New Business:**

1. **Communication and expectations from Ameritech** – Ehrman and Leonardo are working on a new Work Order form and policy for owners to submit requests to Ameritech (David Fedash). Plans are to send all owners a letter explaining the new procedure with a copy of the new form. The procedure will entail filling out a request form, either typing on the form directly on our website and submitting, or printing and mailing to Fedash. Fedash will then be responsible for documenting all requests and reporting back to the owner and board. It is hoped through this new process that work orders will be handled more smoothly and efficiently. **Action items:** Ehrman/Leonard (1) create work order request form and work with Ameritech's IT people. (2) Create letter to be sent out to the owners instructing them on this updated communication method. (3) Create letter clarifying the activities and expectations for the property management vendor. This will all be reviewed by the Directors next month.
2. **Dead palm trees on LV** – A motion was made by Demchak, seconded by Khawan to approve the proposal from WestCoast for \$1,750 to remove the 5 dead palms on Lago Vista. Demchak commented that by the time LV landscape project was completed every tree in the fronts of all homes will have been trimmed.
3. **Complaint of damaged grass by Fox** – Apparently the grass was not put back as agreed on by neighbor who installed a French drain. Demchak had WestCoast inspect and was told the grass would return on its own. Demchak made a motion to not have the owner install sod, but to allow the grass to grow in on its own, seconded by Leonardo. All approved.
4. **Damaged gate 1724 LV** – The gate at subject address was damaged several months ago when a deer became lodged in between the bars and the bars had to be bent to free the deer. **Action item:** Fedash will contact the owner to request the gate be repaired.
5. **Establishment of a fine committee** – It was determined that the fine committee (actually, a Fine Appeals Committee) was not needed at this time as it is rarely used.

**On Hold:**

1. Payment Relief to be reviewed again in July
2. Slippery sidewalks on Arabian test sites - on hold for Driveway Committee

**Announcement:** Next Meeting is on June 9, 2020 - 7:00 pm. Location to be determined.

**Adjourn:** The meeting was adjourned at 9:50 pm

Respectfully submitted by P. Ehrman