



Windover Farms Community Association  
P.O. Box 658  
Titusville, FL 32781  
[www.windoverfarmshoatitusville.com](http://www.windoverfarmshoatitusville.com)

## Meeting Minutes

4\_05\_2025

### **I. Call to Order**

Meeting was called to order by President Randy Wilhite at 10:03 a.m. at the Long Lake Recreation Area.

### **II. Roll Call.**

Board members present: President – Randy Wilhite, Vice President – Joy Bryant, Treasurer Sue Langin, and Director at Large Jenny Ramia-Ramos. Absent - Secretary Susan Alderfer.

Additionally, 5 members of Windover Farms Community Association were in attendance in person.

### **III. Meeting Notification**

Notice of the meeting was posted on the WFCFA website [www.windoverfarmshoatitusville.com](http://www.windoverfarmshoatitusville.com) and physical signs were posted along the north entrance of Windover Way and at the entrance to the LLRA.

### **IV. Previous Meeting Minutes**

- a. Motion was made and seconded to waive reading the previous meeting minutes. A vote was taken on this motion and the motion was carried with an unanimous vote.

### **V. Questionnaire Responses**

- a. No member questions have been submitted.

### **VI. Treasurer's report**

- a. Owner's for 22 Lots have not yet paid the annual dues in response to the second notice that was sent in March.
- b. Two lots are under contract and the annual assessment will be included in the estoppel. Of the remaining 20 lots two lots have been in arrears for multiple years and liens are already in place.
- c. The water bill is continuing to track on the average centering around approximately \$45. The board has taken the proactive step of putting locks on the two water spigots to address large unexplained water bills in the summer months. The maximum unexplained summer month surge occurred in August last year. The board will continue to monitor the water bill.

### **VII. Website report**

- a. The Secretary is doing a great job in updated the website to keep it informative and fresh. The latest theme for Easter has been uploaded.



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- b. Google metrics show the Windover site has had 1,057 unique visits resulting in a 98 percentile ranking for the most active website.
- c. Additionally, a learn more button has been added for visitors to learn more about the upcoming meeting agendas.

### **VIII. Discussions and Votes**

- a. Status of Racketball court cypher lock – Cypher lock has been added to the racketball court. Director Ramia-Ramos offered to paint the door with external paint she has remaining from previous projects and the board accepted her offer.
- b. Status of Frisbee golf hole relocation – the tee post has been relocated; however, the hole pole has not yet been relocated due to board member travel and equipment availability.
- c. Wheelchair ramp for office door – the board discussed the price and details of an aluminum ramp that could be added to the pavilion office door with minimal effort and cost. The board voted unanimously to proceed with installing a ramp to assist member attendance.
- d. List of unfunded park improvements – The board recommended identifying park improvements that could be considered in the future should the funding situation be relieved. VP Bryant reviewed the current list and asked for other requested improvements.
  - i. Grading of Driveway
    - 1. Windover member Randy Hearn responded to the request for help in grading the driveway and parking lot at the LLRA. Thank you to Randy.
    - 2. Although the driveway is much improved the parking lot will require approximately 3 yd of crusher run fill at a cost of approximately \$85 / yd then the filled areas will need to be re-graded.
  - ii. Electrical lights in racketball court
    - 1. Windover member Mark Jonas responded to the request for help in the racketball court lights not working. Mark troubleshoot the lighting and pulled two new leads to the switch and although the power is now properly at the switch the lights are still not functioning.
    - 2. The height and access of the ceiling in the racketball court will require a contractor with some style of lift equipment that can enter the court through the multiple 90 degree turns. Cost is TBD
  - iii. Sidewalk from parking lot to pavilion apron



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1. Adding a 36 inch wide sidewalk from the parking lot to the pavilion patio would require approximately 150 linear feet, approximately 6 cubic yards of concrete and installation labor estimated to exceed \$2100.
- iv. Input from the Board and Members VP Bryant asked the attendees for other recommendations for improvements
  1. Stow the chain at the parking lot entrance to remove the tripping hazard
  2. Replace the lock on the shed door
  3. Fill dog waste bags dispenser
  4. Pickleball court markings on one of the tennis courts
- e. New rules for group use of park
  - i. President Wilhite reviewed the draft new rules for the park with members present.
  - ii. The board discussed two points of view on allowing members to used the LLRA for large water or slide fixtures. Although an additional charge could cover the extra water usage Board members identified a concern with HOA liability. The Board agreed that the attorney should be contacted to determine the feasibility of mitigating any liabilities for the HOA allowing members to set up large rented inflatables or dunk tanks.
  - iii. The board also agreed to send the draft new rules out to the members for comment prior to publishing.
- f. Clarification on development at Windover Way and State Route 50 – President Wilhite reviewed the results of the Planning and Zoning Commission meeting that considered access and usage of the commercially zoned properties adjacent to most northern end of Windover Way. The Commission ruled that Windover Way could not be used as an access road for any developments now or in the future. The Planning and Zoning Commission also ruled that no future commercial development plans will be reviewed for the specific area until / unless the three adjacent properties are combined.
- g. Discussion of attorney review of proposed new CC&Rs
  - i. The board discussed the attorney's recommended revisions to the proposed new CC&Rs
  - ii. Article IIB – Adding language saying the CC&Rs apply to family, tenants and guests of the members. – Approved unanimously



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- iii. Article IV – Delete the stated \$100 assessment specifically called out by the CC&Rs. The board discussed and voted on retaining the specific \$100 and adding clarification on future modifications as follows – *“Annual Assessments: Beginning on January 1st of the calendar year following enactment of these Amended and Restated Declaration of Covenants, Conditions and Restrictions, the initial annual assessment is set at \$100 per year per Lot. Increases in annual assessments may be enacted as provided below without requiring amendment to these CC&Rs. The annual assessment shall be due on January 1st of each year and shall be payable by the lot owner no later than January 31st of each year. Any assessment not paid by January 31st shall bear interest at the annual rate of 18% as well as a one time \$20 late fee. The annual assessment is the funding source for annual operating expenses and is part of the general fund of the Association. The annual assessment shall become a lien upon the property as of January 1st of each year.”* Approved unanimously
- iv. Article IV C.1 a – Delete article saying that the Board can adjust assessment downward as the statement is obvious and redundant – Approved 3 – Yes, 1 – No
- v. Article IV C.1.b – Attorney recommends deleting the requirement for a members vote totaling a majority of members present to pass a 15% increase in annual assessment. Not approved – Unanimously. The requirement for a majority of the members in attendance at the annual budget meeting to vote for an increase in the assessment will be retained in the proposed new CC&Rs
- vi. Article IV C.2 - Attorney recommends deleting the requirement for a members vote totaling a majority of members present to pass a special assessment. Not approved – Unanimously. The requirement for a majority of the members in attendance at the special assessment meeting to vote for a special assessment will be retained in the proposed new CC&Rs
- vii. Article IV E – Attorney recommends deleting the prohibition on foreclosure solely based on non-payment of assessments. Not approved - Unanimously.
- viii. Article IV F – Attorney recommends adding a paragraph which addresses subordination of liens to first mortgages. Approved – Unanimously.
- ix. Article V – Attorney recommends extending the DRC review period from 10 business days to 20 business days. Not approved – Unanimously. The 10 business day response period will be retained in the proposed new CC&Rs



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- x. Article IV – The attorney recommended minor editorial changes and added a General Nuisance paragraph – *“Article VI O. Nuisance: No materials, substance or thing may be kept upon a Lot that emits foul or obnoxious odors or noise. Nor shall any other use that disturbs the peace, quiet, tranquility, safety or serenity of persons of ordinary sensibilities of adjoining neighbors be permitted. Notwithstanding the foregoing, construction activity during daylight hours shall not be deemed a nuisance. The Board of Directors, by a majority vote, shall determine what constitutes a nuisance.”* Approved – 3 – Yes, 1 - No
- xi. Article VII – The attorney made minor editing changes concerning what happens when a lot owner fails to maintain their property. Approved 3 – Yes, 1 – No
- xii. Article IX – The attorney added a paragraph saying the term for these CC&Rs is forty years with provision for automatic renewal for successive ten year periods by provides that 2/3rds of the members can vote not to renew. Approved – Unanimously.

### **IX. Committee Update**

- a. Events Committee – a motion was made to not hold the Easter Egg Hunt due to availability of the enough committee members and volunteers balanced against last years reduced attendance.
- b. Design Review Committee – one design review was accomplished and approved for a backyard security fence.

### **X. Adjournment**

Meeting adjourned at 11:40 a.m. Next meeting will be a Board of Directors meeting at the Long Lake Recreation Area pavilion on the first Saturday in May 3 at 10:00.