

Hawks Landing of Sebring

807 US Hwy 27 South

SEBRING, FL 33870

Board of Governors Meeting

July 25, 2019 – 1:00pm

MINUTES

Hawk's Landing Board Meeting
Minutes: 7/25/2019

Attendees: Dee Dickson, President; Mark Latta; Roland Bishop; Chas Elliot; Linda Boring, Property Manager; and, Jody McCormick (sitting in for Jillian Febres.)

Call to Order: Dee at 1:06pm

Approval of Board Minutes: Due to first Organizational meeting for Hawks Landing, there was no prior Board Meeting or minutes to approve.

Financials for January to June 2019 were presented for review by Linda Boring. Linda explained the bank statements had not been reconciled before she came on as property manager and the financials are being presented for review only. She will have confirmed financials ready for the next board meeting to be accepted as presented.

Unfinished Business:

- Gate Issues – Dee explains Brooker Fence is too busy to handle Hawk's Landing business currently. She has spoken to Delaney Fence and moves to cancel current company (Main Gate) and hire Delaney Fence to address issues with gate maintenance and repair. Linda voices a concern regarding control of gate codes. Dee notes she will contact Delaney and request a proposal regarding upgrades to the gate system and report to the board. **Dee moves to cancel with Main Gate and work with Delaney Fence and Mark seconds. Motion carries.**
- The Board discusses the immediate issue at the gate with updating the FAAC controllers. **Mark moves to accept Delaney Fence quote of \$300 to repair the controllers and Roland seconds. Motion carries.**
- Landscaping – Dee expresses her concerns using Juan Landscaping and John McCoy. She proposes considering the Ramiro quote she emailed to board members prior to the meeting. Ramiro quote is \$12,000 for a one year contract

package that includes: front gate area, swale maintenance and landscaping. Board discussion includes concerns with sprinkler maintenance and/or irrigation, swale maintenance, and spray maintenance. Roland would like Dee to contact All About Lawns and Edgewood Landscape for quotes before securing a full year contract with Ramiro. **Roland moves to secure Ramiro for services on a monthly basis for the common areas, front gate area and additional landscaping needs while pursuing quotes for a yearly contract and Chas seconds. Motion carries.** Dee agrees to pursue additional quotes and information to present at the next board meeting.

- Ramiro's quote included asphalt seal at front gate at \$500. Board agrees to not pursue the sealing of the surface at this time. They will address this concern at a later date. No action.
- Legal Issues – Discussion was held on the current outstanding legal fees, co-mingling of invoices and vendor bills presented by Clifford Rhoades for services rendered to date. Mark proposes presenting the pursuance of any legal action to the general membership for a vote. He states he does not feel this matter is a board decision to make. Linda recommends soliciting TJ Wohl to represent Hawk's Landing legal matters going forward. **Mark moves to hire TJ Wohl to represent Hawk's Landing legal matters going forward and Roland seconds. Motion carries.**
- USPS deliveries – Chas explains the USPS Postmaster will not deliver parcels inside the gated community and he was advised to erect parcel locker(s) for the community residents outside the front gate. Linda stated she recently purchased two large parcel lockers for a different association at the cost of \$1,100. The board elects to present this to the members and will decide on the matter at this time. No action.
- Lot 3 Update – Roland questions items on the statement(s) received from Clifford Rhoades concerning legal matters. Discussion regarding the legal bill from Clifford Rhoades, the trade of services for HOA fees due by Clifford Rhoades and proof of legal services rendered. Dee proposed having attorney TJ Wohl proceed through legal correspondence to address the associations questions and concerns with Clifford Rhoades. Linda proposes handling on a "friendship" basis before escalating the matter and/or incurring unnecessary legal fees with TJ Wohl. Board agrees to handle the matter internally by requesting copies and proof of filings and other proof for services reported by Clifford Rhoades in the statement(s). One of the chief concerns discussed is the Sheriff sale of Lot 3 on December 21, 2016 in the amount of \$35,000 which the board cannot locate receipt/deposit in the bank statements. Linda states this should be addressed with Clifford Rhoades since his office handled the transaction. No action.

- Lift Station – Roland requests Linda to get additional quotes from commercial companies to evaluate and draft proposals for repair and maintenance. The two quotes received to date for the control panel maintenance will be considered with the new quotes. Linda recommends finding the most qualified commercial company to handle the matter correctly. She also reports this will likely be part of the assessment that will be presented to the membership. No action.

New Business

- Website -Mark requested clarification of the content for a website and the advantage. Linda explained with a basic website template items such as approved meeting minutes, association rules, bylaws, agenda's, budget, association forms (general) can all be available through the website. The association doesn't have an office therefore the website could be a clearinghouse for general information to the membership. Board agrees to have Linda get quotes to build a website for the association to be presented at the next board meeting. No action.
- Maintenance Contact Person – No action at this time.
- Member Meeting – Discussion and agreement that a member meeting needs to be scheduled but the board would like to meet at least one to two more times before presenting to the membership. No action at this time.

Meeting adjourned: 2:41pm

ADDITIONAL NOTES/TASKS

Hawk's Landing Meeting

7/25/2019

Financials

- Linda will clean up receivables, get copies of tax returns and present financials to be accepted by next board meeting.

Gate Issues:

- Dee to pursue additional information and quote from Delaney Fence to present via email and/or at the next board meeting.
- Dee will authorize Delaney to upgrade the FAAC controllers.
- Notice of cancelation to be sent to Main Gate. (Linda or Dee) ?

Landscaping

- Dee to contact Ramiro re monthly maintenance on common area(s), front gate and swales.
- Dee will pursue additional quotes and information from All About Lawns and Edgewood Landscape for annual contract. She will email or present at the next board meeting.

Attorney of Record

- Linda to contact TJ Wohl about being the attorney or record for the association.

Lot 3

- Linda to pursue getting copies of supporting documentation from Clifford Rhoades for services rendered. She will also request copy of the check for Sheriff sale 12-21-2016, \$35,000 and try to track down the receipt by the association.

Lift Station

- Linda will pursue additional quotes from commercial companies to evaluate, repair and/or maintain the lift station to be presented via email or at the next board meeting.

Website

- Linda will pursue quotes for a basic template website to be presented to the board at the next meeting or via email.