

Burnt Store Isles Association Board of Directors Meeting

Zoom Conference Call

August 7, 2020

Called to Order 9:00 am

1. UPDATE: PUNTA GORDA POLICY DEPARTMENT AND MAYOR NANCY PRAFKE

PGPD, Chief of Policy Pam Davis

- The Chief reported on the progress on better controlling traffic on Tripoli between Madrid and Monaco. The speed limit was reduced to 25 mph and they conducted a traffic blitz during the last week of July and first week of August. During the 4 days in July they counted 6,190 cars with 28% of the vehicles going over 30 mph. Over the past two weeks they have issued 6 citations and 32 warnings.
- The police department has rolled out their body cameras this week.
- The Chief reviewed crime statistics for the past 6 months. Year-over-year crime is down 9%. Number of violent crimes were down from 156 for 2019 to 134 for 2020. Unfortunately violent crimes were slightly up from 5 for 2019 to 8 for 2020. All in all, Punta Gorda is a safe community.

Mayor Nancy Prafke

- Punta Gorda City Council has been on a summer break. Meetings will resume in August. The Mayor is requesting that we educate our Membership on the value of the Local Optional 1% Sales Tax. It is important to remind them that this is how projects get done in the community. One of the projects on the list for the optional sales tax is a traffic light on Burnt Store Road by Home Depot that will improve traffic in our community.
- The RO Water Treatment Plant has been in operation for the past month. We should be seeing an improvement in our water quality.
- Greg Murry, our new City Manager will be taking office on August 24th. Howard's last City Council meeting will be September 23.

2. ROLL CALL

Officers Present

Bill Courtney, President

Faith Ferris, Vice President

Bill Page, Treasurer

Libby Strong, Secretary
Directors Present
Jenny Anderson, E Communications
Joe Meyer, Legal Liaison
Ken Williams, Membership
CJ Metcalfe, Neighborhood Security
Mary Boeringer, Planning
Mary Ann Gilroy, Special Projects

Ian Milne, Past President

A quorum has been established.

3. REVIEW AND APPROVE BOARD MEETING MINUTES

Faith Ferris moved, seconded by Mary Boeringer to approve the minutes dated July 3, 2020. Motion carried.

4. OFFICER'S REPORTS

President – Bill Courtney

Bill will be attending the City Council meetings when they resume August 19th. There is a big agenda for that meeting so the meeting will be broken up into 2 days; August 19th and August 26th.

The BSI Canal Advisory Committee will be meeting August 11th. They will be considering a draft proposal engineering update on seawall maintenance procedures.

Vice President – Faith Ferris

Faith found 2 new homes being built that did not submit an approval application. She was able to contact the builders and get the application completed. Please let Faith know if you see a home being built to make sure that the builder has completed their paperwork. She is also going to ask the City for a list of all new construction permits that have been filed for 2020 to make sure we catch all of them.

Currently there are only 220 undeveloped lots in BSI. BSI is 88% developed at this time.

Treasurer - Bill Page

Bill reviewed the financial reports.

Secretary - Libby Strong

Nothing to report

5. OLD BUSINESS

Annual Meeting – The meeting has been scheduled for November 2nd at the PGI Civic Center. Because space is limited, the Board is considering other options in case we cannot meet in a large group in November. Options discussed included a Zoom conference meeting, a larger venue, an outdoor venue or a combination of Zoom and PGI Civic Center. Faith is going to check these options and get back to the Board in September.

6. NEW BUSINESS

Bill Page reviewed the 2021 Budget process. Bill is asking all Board Members to review the 2020 budget and get back to him with a budget request for 2021. He needs to have the 2021 budget ready for the Board to vote on at the September meeting. He asks that officers and directors get back to him by August 24th.

The Nomination Committee is requesting suggestions on people that would be willing to fill the position of Secretary. We are asking that all Board Members help to recruit a volunteer for this position. If you know of someone, please contact Libby.

Jenny Anderson has been working on upgrading our Website and adding Cloud Based Storage to our system. The cost to upgrade and add cloud storage with Go Daddy would be \$949 for a 4 year contract. **Libby Strong moved, seconded by Faith Ferris to go ahead with the upgrade of the website through Go Daddy and to add the cloud based storage for a total cost of \$949 for a 4 year contract. Motion passed.**

7. DIRECTOR'S REPORTS

Community Standards – Libby Strong for Rick Allen

In June 2020, I processed the following applications/inquiries:

- I provided a copy of the City of Punta Gorda's ordinance on political signs to one BSI resident.
- I received and approved three architectural change applications, two of which were for exterior painting and one was for a new fence.

In July 2020, I processed the following applications/inquiries:

- I provided the deed restriction regarding lawn and landscaping maintenance to an inquiring resident.
- I received and approved five architectural change applications, two of which were for new landscaping, one was for an addition to an existing home, one was for window replacements and one was for a driveway replacement.
- I received a complaint regarding a residence that had an uncompleted new driveway and an unkempt yard. It appears the home was owned by a couple and the husband is recently deceased. I sent the owner a letter on July 24 requesting the issues be addressed. I have not yet received a reply.

Communication – Jenny Anderson

Jenny reported on cost associated with an upgrade to website and adding cloud storage.

Legal Liaison – Joe Meyer

Joe received a communication from Craig D. Blume, P.A. Attorney at Law who represents 30 PADS, LLC. The builder has agreed to submit a check for \$500 for the fees due for the two new buildings he is constructing. Hopefully this issue is now resolved. Bill Page will confirm when the payment is received.

Membership – Ken Williams

Ken is continuing to mail out Membership Packets to new homeowners. The cost for the mailing is \$1.60 per mailing. He is mailing out 9 for July and 7 for August. He will submit the postage costs to Bill Page for reimbursement.

Currently we have 506 paid Members.

Neighborhood Security – CJ Metcalfe

CJ Metcalfe moved, seconded by Libby Strong to allow Punta Gorda Police Department to have access to the security cameras without a BSIA representative present provided they complete an evidence receipt. The Board discussed a need to put some parameters around this request. Therefore, Libby moved, seconded by Bill Courtney to table the motion pending. Motion was tabled.

The “Cross Traffic Does Not Stop” signs are on order and will be installed by the City when they become available.

Social –Bill Courtney for Donna Nowak

The Social Committee is working on an Ice Cream Social for the end of August. More information will follow.

Donna has been in contact with Twin Isles Country Club. They will not be opening the Bar, therefore we will not be having Mixers for the foreseeable future.

Special Projects - Mary Ann Gilroy

Mary Ann reported on bumper stickers for BSI. There was a discussion on what to charge and how we can distribute the stickers. Mary Ann will be emailing a motion to the Board to approve the sticker and the costs with all of the details outlined.

Mary Ann is working on keeping the islands looking nice. The trees and shrubs need to be fertilized, but this time of year we cannot use nitrogen. Therefore, we are going to wait until October to take care of this. Mary Ann has removed the dead plants in the islands. CJ reminded the Board that whenever we are working in the islands, we need to wear the neon vests.

The monument at the corner of Madrid and Tripoli needs some improvements. A quote \$882 was given for the work back in October 2018. The landscaper is willing to stay with the bid of \$882 for the work. Mary Ann will be arranging an on-site meeting with the landscape contractor to walk all seven islands and the monument to outline a scope of work for this fall.

8. ADJOURN

Meeting adjourned at 11:30 am. Respectfully submitted by Libby Strong, Secretary

Burnt Store Isles Association, Inc
Burnt Store Isles Association
Custom Income Statement 4
From Jan 2020 to Jul 2020
Options: Activity Only

FINANCIAL ROW	ACTUAL	BUDGET	VARIANCE
Ordinary Income/Expense			
Income			
4100 - Membership Dues	\$19,390.68	\$20,372.00	\$981.32
4200 - New Construction Fees	\$3,260.00	\$2,500.00	-\$760.00
4300 - Directory Ads	\$2,327.50	\$2,500.00	\$172.50
4350 - Newsletter Ads	\$1,688.80	\$1,500.00	-\$188.80
4400 - Interest Income	\$7.19	\$0.00	-\$7.19
4610 - Misc. Income	\$120.00	\$0.00	-\$120.00
4620 - Badges - Member Paid	\$40.00	\$0.00	-\$40.00
4700 - Events - Member Paid	\$45.00	\$0.00	-\$45.00
Total - Income	\$26,879.17	\$26,872.00	-\$7.17
Gross Profit	\$26,879.17	\$26,872.00	-\$7.17
Expense			
6100 - Landscaping Reserve	\$0.00	\$1,000.00	\$1,000.00
6150 - Landscaping/Property Mgmt	\$4,053.00	\$4,053.00	\$0.00
6300 - Directory Preparation	\$919.65	\$1,000.00	\$80.35
6350 - Newsletter Preparation	\$2,307.88	\$3,200.00	\$892.12
6400 - Legal Fees	\$1,486.04	\$500.00	-\$986.04
6410 - Attorney Fees Reserves	\$0.00	\$1,190.00	\$1,190.00
6420 - Liability Insurance	\$2,791.00	\$2,750.00	-\$41.00
6500 - Donation Given	\$65.00	\$250.00	\$185.00
6620 - Badges	\$48.91	\$0.00	-\$48.91
6710 - Events BSIA Paid	\$143.50	\$1,400.00	\$1,256.50
6730 - Storage Unit Rent	\$307.09	\$315.00	\$7.91
6750 - PO Box Rental	\$100.00	\$200.00	\$100.00
6760 - Postage and Delivery	\$198.88	\$500.00	\$301.12
6770 - Safe deposit Rent	\$0.00	\$100.00	\$100.00
6800 - Software	\$0.00	\$150.00	\$150.00
6810 - Web Data Remote Hosting	\$0.00	\$540.00	\$540.00
6820 - Web Emails Constant Contact	\$1,409.58	\$630.00	-\$779.58
6830 - State Fees	\$61.25	\$65.00	\$3.75
6900 - Misc. Expense	\$875.40	\$1,000.00	\$124.60
6910 - Office Supplies	\$0.00	\$300.00	\$300.00
6920 - Surveillance Cameras	\$459.50	\$750.00	\$290.50
6930 - Meeting Room Rent	\$326.77	\$200.00	-\$126.77
6940 - Shredder Day	\$400.00	\$400.00	\$0.00
6950 - Banners	\$0.00	\$250.00	\$250.00
6960 - Underground Wiring	\$3,412.29	\$3,000.00	-\$412.29
Total - Expense	\$19,365.74	\$23,743.00	\$4,377.26
Net Ordinary Income	\$7,513.43	\$3,129.00	-\$4,384.43
Net Income	\$7,513.43	\$3,129.00	-\$4,384.43

OPERATING ACCOUNT #16,538
 MONEY MARKET #11,177

CD 1 \$20,385
 CD 2 \$10,192
 CD 3 \$10,192

2020 BURNT STORE ISLES ASSOCIATION PROJECTED ACTUAL

8/5/2020 12:18

<u>INCOME:</u>	2020 JULY ACTUAL	JUL - DEC 2020 ESTIMATE	2020 Full Year PROJECTION	2020 BUDGET	FULL YEAR DEVIATION
MEMBERSHIP DUES	19,391	120	19,511	20,372	(861)
NEW CONSTRUCTION FEES	3,260	250	3,510	2,500	1,010
DIRECTORY ADS	2,328	0	2,328	2,500	(173)
NEWSLETTER ADS	1,689	0	1,689	1,500	189
INTEREST INCOME	6	4	10	0	10
DONATIONS RECEIVED	0	0	0	0	0
50/50	0	0	0	0	0
MISC. INCOME	120	0	120	0	120
BADGES MEMBER PAID	40	0	40	0	40
EVENTS MEMBER PAID	45	0	45	0	45
<u>TOTAL INCOME</u>	26,878	374	27,252	26,872	380
<u>EXPENSES:</u>					
LANDSCAPING RESERVE	0	1,000	1,000	1,000	0
LANDSCAPING/PROPERTY MAINT	4,053	2,895	6,948	6,948	0
DIRECTORY PREPARATION	920	0	920	1,000	80
NEWSLETTER PREPARATION	2,308	1,500	3,808	3,200	(608)
LEGAL FEES	1,486	1,000	2,486	500	(1,986)
ATTORNEY FEES RESERVES	0	2,037	2,037	2,037	0
LIABILITY INSURANCE	2,791	0	2,791	2,750	(41)
DONATION GIVEN	65	185	250	250	0
BADGES	49	0	49	0	(49)
EVENTS BSIA PAID	144	1,000	1,144	2,000	857
EVENTS MEMBER PAID	0	0	0	0	0
STORAGE UNIT RENT	307	219	526	540	14
PO BOX RENT	0	200	200	200	0
POSTAGE AND DELIVERY	199	200	399	500	101
SAFE DEPOSIT RENT	100	100	200	100	(100)
SOFTWARE	0	0	0	150	150
WEB DATA REMOTE HOSTING	0	0	0	540	540
WEB EMAILS CONSTANT CONTACT	1,410	0	1,410	630	(780)
STATE FEES	61	0	61	65	4
MISCELLANEOUS EXPENSE	875	250	1,125	1,000	(125)
OFFICE SUPPLIES	0	300	300	300	0
SURVEILLANCE CAMERAS	460	290	750	750	1
MEETING ROOM RENTAL	327	0	327	200	(127)
SHREDDER DAY	400	0	400	400	0
BANNERS	0	0	0	250	250
UNDERGROUND WIRING	3,412	0	3,412	3,000	(412)
<u>TOTAL EXPENSES</u>	19,366	11,176	30,542	28,310	-2,232
Projected overage/(shortage)	7,513	(10,802)	(3,290)	(1,438)	(1,852)
Projected overage/(shortage)					

PROPOSED 2021 BUDGET BURNT STORE ISLES ASSOCIATION

<u>INCOME:</u>	2020 Approved BUDGET	2021 Proposed BUDGET	Difference 2021 vs 2020 BUDGET
MEMBERSHIP DUES	20,372	0	(20,372)
NEW CONSTRUCTION FEES	2,500	0	(2,500)
DIRECTORY ADS	2,500	0	(2,500)
NEWSLETTER ADS	1,500	0	(1,500)
INTEREST INCOME	0	0	0
DONATIONS RECEIVED	0	0	0
50/50	0	0	0
MISC. INCOME	0	0	0
BADGES MEMBER PAID	0	0	0
EVENTS MEMBER PAID	0	0	0
<u>TOTAL INCOME</u>	26,872	0	(26,872)
<u>EXPENSES:</u>			
LANDSCAPING RESERVE	1,000	0	1,000
LANDSCAPING/PROPERTY MAINT	6,948	0	6,948
DIRECTORY PREPARATION	1,000	0	1,000
NEWSLETTER PREPARATION	3,200	0	3,200
LEGAL FEES	500	0	500
ATTORNEY FEES RESERVES	2,037	0	2,037
LIABILITY INSURANCE	2,750	0	2,750
DONATION GIVEN	250	0	250
BADGES	0	0	0
EVENTS BSIA PAID	2,000	0	2,000
EVENTS MEMBER PAID		0	0
STORAGE UNIT RENT	540	0	540
PO BOX RENT	200	0	200
POSTAGE AND DELIVERY	500	0	500
SAFE DEPOSIT RENT	100	0	100
SOFTWARE	150	0	150
WEB DATA REMOTE HOSTING	540	0	540
WEB EMAILS CONSTANT CONTACT	630	0	630
STATE FEES	65	0	65
MISCELLANEOUS EXPENSE	1,000	0	1,000
OFFICE SUPPLIES	300	0	300
SURVEILLANCE CAMERAS	750	0	750
MEETING ROOM RENTAL	200	0	200
SHREDDER DAY	400	0	400
BANNERS	250	0	250
UNDERGROUND WIRING	3,000	0	3,000
<u>TOTAL EXPENSES</u>	28,310	0	28,310