

CYPRESS PINES PROPERTY OWNERS ASSOCIATION INC
352 Homestead Rd S. Lehigh Acres, FL 33936

BOARD OF DIRECTORS MEETING
THURSDAY, April 24, 2018 - 4:30 PM

Members Present: Andrew Allen , Jere Carrick, Paula Carnell, Linda Lofink, Larry Steuber, Michael Swords (arrived 5:00), John Thistle, Diane Zigrossi.

Members Absent: Gary Dietrick

Quorum established for meeting purposes

Meeting Called to Order/
Quorum established by: John Thistle, President – 4:30 PM

Action Items/New Business

President's Mission: Welcome by President John Thistle. Continued to encourage owner attendance and reiterated the desire for all Board Members to work together.

Approval of the Agenda: Motion by Jere Carrick to approve the agenda as presented, Second by Linda Lofink. 7 Yes, Motion passed. (2 members not present)

Resident Comment
(Agenda items): None at this time

Approval of Minutes: Motion by Linda Lofink to accept the March 27, 2018 Minutes as presented; Second by Jere Carrick. Scriveners errors noted, relating to Date Correction; funds donated having originated from a social events 50/50 raffle; and the corrected percentages being paid by Majestic GC, CPPOAI for street lights, fountains and LCEC's bill, Changes to be reflected as presented herein. 7 yes, Motion passed with corrections.

Approval of Treasurer's Report: Motion by Jere Carrick to accept the Treasurer's Report as presented; Second by Larry Steuber. 7 yes, Motion passed. (2 members not present)

Unfinished Business/Old Business

Surveillance System: John Thistle reported that he has a gentleman coming out to provide a quote. In addition, Comcast will be coming next month as well to discuss options and price. - Information only.

Electricity Audit: John Thistle reported that Gary Dietrich completed the Electricity Audit and thanked him for a job well done. LCEC showed no major spike in cost. It was stated that the locking pins on main box had the pins pulled; Jere and John will keep keys in order to keep box locked. Reported fountain lights are no longer made. We have enough for 2 years on hand, at which time we will need to move to LED lights at a cost of approximately \$4,154.76. Information only.

New Business

Community Assoc. Manager: President Thistle introduced Ms. Estelle Shipp prospective CAM for CPPOAI. Ms. Shipp then provided an overview of her background and experience to board members. Mr. Thistle distributed copies of Ms. Shipp's contract for review and cost should we move forward in her hiring. Mr. Thistle indicated a special meeting will be called for next Wednesday, May 2, 2018 at 4:30 at which time this will be placed as an action item. Information only.

Guard House Removal: Jere Carrick indicated that he would investigate the cost of removal by the end of summer which will also require review of the existing documents. Gates will be considered and cost obtained prior to our annual meeting. Once we have this information it will be put to a vote at the annual meeting. Information only.

Emergency Community Plan: Andrew Allen will be establishing a committee to investigate and develop a Community Emergency Plan to help provide owners with the resources necessary in the event of natural disasters, fire, flood, and the various unexpected events requiring police intervention. Mr. Allen has been asked to report back on his findings at the next meeting and consider combining with Neighborhood Watch Committee. Information only.

Committee Reports

Rental/Resale: It was reported that we have 2 new rentals this month. There has been a complaint (altercation) with the owners of two units located on Lake Vista. The individual (Son of one owner) was arrested. It was stated that the Rental/Resale Committee is still in need of all Rental/Resale Applications for tracking. Mike Swords motioned to table this report until next month. Need suitable processes and procedures to ensure security of information, i.e. Social Security Numbers, Driver License etc. Second by Linda Lofink. 8 yes, Motion passed.

Architectural: It was reported that the Mission Statement was completed and submitted. The Committee has scheduled a meeting of the full committee to approve four requests that have been submitted for review and approval. This meeting will be held May 3rd, at 4:00 pm preceding the Special meeting that same day.

Drainage: Report on projects from last meeting having been approved and authority to execute a contract not to exceed \$10,000 for debris and sand removal from pipes. Pipes are now clear to the ponds and was completed at a cost of \$8,450.00 which was under the approved amount.

Motion was made by Paula Carnell for the board to grant the Drainage Committee the authority to enter into a contract with Ed Holsher in an amount not to exceed \$13,000 for Catch Basin repair and replacement; Second by Larry Steuber. 8 yes, Motion passed.

Motion by Paula Carnell for the board to grant the Drainage Committee the authority to enter into contracts for additional repairs, i.e. removal of concrete collars, and additional catch basin repairs in an amount not to exceed \$10,000. (note: This is in addition to the \$13,000 previously approved); Second by Linda Lofink. 8 yes, Motion passed.

Committee reported to be \$2,700.00 under budget. John Thistle congratulated the committee for its work. Questions were raised regarding a master plan; John Thistle indicated one was in process. Total Drainage Committee budget \$40,000.00. Pond clean-up will need to postponed until next year.

Motion by Paul Carnell that the third project, creating the flumes for drainage from roadway to pipe be approved in an amount not to exceed \$7,500.00; Second by Linda Lofink. 8 yes, Motion passed.

Rules Enforcement: It was reported that 21 letters were sent for rules infractions. To date 17 have been resolved. John Thistle commended the committee on a job well done.

Streets/Maint.: No report at this time. John Thistle will be assisting in Gary Dietrich's absence.

Social: No report at this time.

Social Media: Committee to meet next month. No additional report at this time.

Neighborhood Watch: No Report at this time.

Mail house: It was reported that the Mail-house is being kept neat and clean. A new sign-up sheet is forthcoming. Discussion of ownership of the Mail-house...what would it take to own? It was stated that we have a 99 year lease and \$5,000 is said to be owed by CPPOAI. Will determine by Fall. Request to have sand cleaned up at entrance (by shrub) and better posting of No Parking.

Other/Director Questions: Discussion of Parking in common areas... A broken sprinkler-head has eroded the road. Per Jere, Ed will repair.

Resident/Public Comment: Phil Koenig – Requesting copies of Rental/Resale Documents. Instructed what the process was to review and clarified that no personal related information was to be copied or distributed.

Laurel Ciprari – Suggested sensor lights on mail-house for security; repair or replace No Solicitation sign out front that is damaged.

- Update - Kings Greens
- Update-Majestic GC

Next Meeting: May 22, 2018 – This will also be John Thistles last meeting he will chair this year. He will appoint a person to preside over any additional meetings that will be required.

Meeting adjourned: 6:20PM - Motion by Paula Carnell; Second by Linda Lofink. (8 Yes, motion passed)

Respectfully submitted,

Diane Zigrossi, Secretary

