

Cypress Pines Property Owners Association, Inc.

352 Homestead Rd. S, Lehigh Acres, FL 33936

Board of Directors Meeting Minutes

May 23, 2019 4:30pm – Lower Board Room/Club House

Members Present: Diane Zigrossi, President; Jere Carrick; Linda Lofink; Larry Steuber; Jim Bartel.

Attendance by Phone: John Thistle and Gary Deitrich, (Absent Michael Swords).

Meeting called to order 4:30 pm – Quorum established.

President opening comments and welcoming members.

Approval of Agenda – Motion by L Steuber; Second by J, Carrick, Motion passed.

Public Comment – None at this time.

Approval of Minutes, meeting 4/25/2019 – Motion by Linda Lofink, Second by L. Steuber, Motion passed.

Approval of Treasurer's report – Motion by J. Carrick, Second by L. Steuber, Motion passed.

Action Items:

- 1) Board Resolution – No Parking on Common Areas/Towing – **(Item Tabled pending further review/No action required)**.
- 2) Bid for Fountains – 1st Bid - Shaw Irrigation - \$17,310; 2nd Bid - Lake Doctor- \$17,464; (Four bid packages sent; two completed bid packages received for consideration). Motion to approve 2nd bidder "Lake Doctor" in the amount of \$17,464.00 which covers electrical/boring requirement & two new fountains at main entry of community. Motion by L. Steuber; Second by J. Bartel, Motion passed.
- 3) Streets and Maintenance – Approved \$1000; Motion by J. Bartel, Second by J. Carrick; Motion passed.
- 4) Assessing late fees & interest for past due assessments letter has been approved by the board already.

Old Business:

- 1) A suggested Disaster Recovery Plan is being drafted by J. Bartel. Board will need to determine what documents we have, where they are and what are required for retention purposes. Discussion of putting this plan on back up drives also somewhere on line. Hurricane Plan also discussed. (Discussion/information only)
- 2) Mail House Lease: Update provided; J. Carrick needs to get a survey of the area from flagpole to parking lot. A Special meeting will take place to finalize Lease which will be posted in the mail house & website when ready to be voted on. (Special Meeting Agenda Action Item 1.)
- 3) Amending Governing Documents - We must have 51% of total voting interests. Which means: of the 246 total units, we will need 125 votes to move forward to amend the documents. Amendment 12 (as referenced in past Attorney prepared documents) will be placed on the agenda for vote at A Special meeting. Issue to be voted on will be: To move Amendment 12 to our Annual Meeting for whole community vote. (Special Meeting Agenda Action Item 2.)
- 4) Engineering Study – Pending Letter of Opinion from attorney. Once received it will be discussed/finalized at the next at our next Special Meeting. (Special Meeting Agenda Action Item 3.)

New Business:

- 1) Public Comment Discussion – It was agreed to that Public comment from Resident Owners will be allowed at the onset of meeting (as identified on the agenda) for a period of not greater than 3 minutes for any Action Item or Non-agenda item. Resident Owners may also have public comment at the end of the meeting (as identified on the agenda) on any topic. All were reminded that these are business meetings, therefor we accept comment, but will refrain from any back and forth dialogue. Questions can be asked and answered prior to or after the meetings have adjourned. If it is found to be counterproductive having any and all comments...Action Items or non-specific, we will revert back to having A) only Action Items available for open comment at the beginning of the meeting, and B) having any nonspecific comments at the end of the meeting before adjournment.

Committee Reports:

- Budget and Finance; Linda still needs the electric bill from Majestic
- ARC; Roof, Screen Doors
- Streets & Maintenance; signs are on the way, quote for new Bulletin Board of \$277 given to Linda.
- Storm Water Management; Per Jere waiting on part
- Rental/Resale; of the 204 Properties: 53 Total Rentals (33 condos, 20 single family homes); 5 condos for sale ranging in price from \$129,00 to \$139,000.
- Compliance/Appeals; Properties that need upkeep questioned by Linda.
- Mail-House; Donna Benoit has maintenance schedule for cleaning of the mail house.

Public Comment:

1) When is the Member Meeting; 2) Speeding in neighborhood; 3) Picking up after dogs; 4) New Owner - Meeting Agenda posted in mail house 2 days before meeting; 5) Treasurers Report e-mailed; 6) Legal Docs available in Lee County office.

Rules suspended temporarily by Diane Z, - L. Ciprari are the Rules of the Association listed on the web site from 2006 or revised. Verify documents on the website are the ones that reverted back to the original 2006 date, and not those that were erroneously passed and retracted in error.

Motion to Adjourn: L Steuber, Second by J Carrick
6:15 pm

Anna Placenti, Temp Recording Secretary