

CELEBRATION CAPE
HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
A Corporation Not-for-Profit
Monday, July 18, 2016 at 6:30 pm
Held at: Celebration Cape Pavilion (203 Destiny Circle, Cape Coral, FL 33990)

1. CERTIFY A QUORUM AND CALL TO ORDER:

Jim Arnold, Board President, called the meeting to order at 6:31 pm. A Board quorum was established with Jim Arnold, Susan Dyszel and Linda Foreman present. (Tropical Isles Management did not have a representative present at this meeting.)

2. PROOF OF NOTICE OF MEETING:

Notice was posted at the Pavilion signboard in accordance with Florida Statutes, Chapter 720 and the Association By-Laws, and emailed to all Homeowners.

3. PRIOR MINUTES:

All voted in favor of approving the minutes from the Board of Directors Meeting dated June 13, 2016. (Minutes are posted at CelebrationCape.org for reference.)

4. NEW BUSINESS:

A. COMMITTEE REPORTS:

- i. **Architectural Review Committee.** Les Bader, Committee Chair, presented the following:
 1. The Association has streamlined the process for submitting modification requests. Forms are to be submitted directly to the Board, who then distribute to the Committee for thorough review and compliance with Association guidelines. The Committee submits their recommendation to the Board, who issues the final determination for the submission and sends a copy to Tropical Isles Management Company for their records. The Board also maintains a status tracking report of all architectural modifications.
 2. Homeowners are reminded to work with only licensed and insured contractors, and ensure that vendors take all necessary steps to prevent (or correct) any damage that may be done to adjoining home sites or common property.
- ii. **Grounds Committee.** Dick Dyszel, Committee Chair, presented a detailed report. Highlights include:
 1. Plan for replacing the annuals at the gateway entrance. Perennials (dwarf ixora and mammy croton) and groundcover will be installed by homeowner volunteers. By installing perennials and utilizing a community workforce, the Association will avoid the much higher costs of having the landscaping company install and replace annual plants. The Board approved \$600 for this project, the funds of which are already in place as a line item in the operating budget.

2. A proposal of \$3,000.00 for installing lights and fans at the Pavilion was presented. Considering the looming budget problems, this idea (along with purchasing new picnic tables and removal of the Paws Park fence) was tabled for now.
3. The community continues to be dissatisfied with the work performed by Pinnacle Landscapes. The Committee recommends that the Association seek bids for a new company. A list of service and maintenance criteria will be compiled in order to select the best landscape company for our current needs. The Board reminded homeowners to voice any complaints directly to the management company (Tropical Isles), who should follow up with Pinnacle for resolution of the issue.
4. The collection of spent palm fronds will move from the northwest corner of the entryway to the northeast side where the sidewalk terminates. This will keep the sidewalk on the west side clear for pedestrians. Note: This collection site is only for the green debris from the gateway entrance area. Homeowners should continue to place fallen palm fronds at the front of their own lots.
5. Issue: The pedestrian gate at the front entrance has been left open on several occasions. The current lock requires the use of a key to open and lock the gate. The Committee proposes to replace the double cylinder deadbolt on the front pedestrian gate with a self-closing gate latch, at a cost of approximately \$55. The new latch can be keyed to match the existing keys. The Board gave approval for the Committee to pursue this action.
6. Thanks to Jim Arnold for replacing the tattered American flag proudly displayed at our entryway. There is proper illumination of the flag at the top of the pole. The Committee will create a plan for following the proper schedule for displaying the flag at half mast, when appropriate.
7. There is visual evidence of, and perhaps damage caused by, a lack of proper lubrication to the main gate components. The Committee recommends that the Board asks Tropical Isles to provide the service contract details and request Main Gate's maintenance reports.
8. Jack O'Neil stated that there is no evidence that wet checks of the irrigation systems have been performed, and that despite multiple requests, the Association has not received a report from Pinnacle Landscapes for the month of June. In addition, it was noted that the rain sensors were incorrectly set at an angle, and not working properly. Dick Dyszel straightened the sensors, which are now responding correctly.
9. As part of the continued upkeep of our community, the Committee is asking homeowners to regularly power wash hardscapes (driveway, sidewalk, curbing) on their lots. Volunteers are also invited to help clean the common areas (park, entry, etc.).
10. The next Grounds Committee meeting is scheduled for Monday, August 8, 2016.

iii. **Finance/Budget Committee.** Susan Dyszel, Committee Chair, presented this report:

1. It is noted that the June financial activities have not been ratified or approved. However, the Association's accountants (Spires & Associates) have confirmed that the financial information provided to the Committee is correct and accurate. Currently, it takes approximately one month before this information is turned over to the Committee, which delays their timely examination and reporting of the Association's financial status. Susan has asked the management company and accounting firm to send reports directly to her for Committee review.
2. As a result of recent volunteer efforts—which have helped to stem vendor costs—the Association is currently running a bit under budget. The Committee is encouraging continued volunteer involvement for community projects, in order to help rein in costs.

3. The Committee plans to meet in early August to finalize budget proposals for presentation to the Board, including plans for creating and funding reserves.
4. A reserve study has been conducted, which includes projected lifespans and best estimates for maintaining common area components. The Committee acknowledges that the Association does not have the luxury of starting at “Year 1” for amortization purposes and lifespan estimates, especially as it concerns the perimeter masonry wall.
5. Since wall repair costs are the major component of the reserve account, it is imperative that accurate budget numbers are presented. In that regard, the Committee is asking the Board to obtain additional bids for the wall repair.

5. OTHER BUSINESS:

No new business issues were presented by the Board.

6. OWNER COMMENTS/OPEN FORUM:

Don Montgomery inquired as to when the community will reconsider closing the main gate 24/7. Jim Arnold responded that this (and any other) issue requiring an Association vote can be addressed to the Board by any Member in the form of a petition for reconsideration.

7. NEXT MEETING:

The next Board of Directors meeting is scheduled for Monday, August 15, 2016 at 6:30pm, at the Pavilion (203 Destiny Circle, Cape Coral, FL).

8. ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:10pm.

Respectfully submitted,

Linda Foreman
Secretary, Board of Directors
Celebration Cape Association

(The preceding minutes were approved by the Board of Directors on August 15, 2016.)