

CELEBRATION CAPE
HOMEOWNERS ASSOCIATION, INC.
SPECIAL MEMBERS' MEETING and BOARD OF DIRECTORS MEETING
A Corporation Not-for-Profit
Monday, November 3, 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 6:37 pm.

2. CERTIFYING OF BOARD QUORUM:

A Board quorum was established with Jim Arnold, Susan Dyszel and Linda Foreman present. Mark Rudland, CAM with Tropical Isles Management was also present.

3. PROOF OF NOTICE OF MEETING:

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

4. PRIOR MINUTES:

All Board members had an opportunity to review and voted in favor of approving the minutes from the Board of Directors Meeting dated October 11, 2016.

5. NEW BUSINESS:

Membership Vote:

The Celebration Cape Board of Directors calls for a vote by the membership to fund a pooled reserve fund for Celebration Cape Community Association, Inc. to cover the costs of deferred maintenance and capital expenditures, in addition to the annual operating expenses. The initial assessment for 2017 will be \$500 per quarter in addition to the operating HOA fee of \$535.00 per quarter. This is a vote to waive statutory reserves and to fund a different amount.

Packets containing a Notice of Meeting and Agenda, details about the proposed vote, and a copy of the 2017 Budget were mailed to all homeowners of Celebration Cape. Members were instructed to be present (in person or by proxy) in order to conduct Association business.

At this meeting, Members were required to register their presence in order to receive a valid ballot. Mark Rudland collected and qualified 39 valid ballots. The certified results were **29 YES** and **10 NO** votes. The simple majority carried the vote in favor of funding a pooled reserve, effective January 1, 2017. The amount due per lot is \$500 per quarter.

The Board reminds all Members that the reserve assessment for 2018 will be a much smaller dollar amount. The reserve fund requirements will be re-assessed in late summer 2017.

Additional information of note:

- Payments should be sent to the Association's accountants, Spires & Associates. New coupon books will be issued and mailed out shortly.
- The first payment is due January 1, 2017.
- Payments can be made electronically. Owners should contact Karen Hughes at Spires & Associates to set this up.
- If anyone feels they will have difficulty meeting the payment deadlines, they are asked to contact a member of the Board. We will work with homeowners in order to avoid late fees, or pre-lien letters.
- If a house is sold within the next year, the assessment and HOA fees transfer to the new owners.

At this point, the Special Members meeting was adjourned. The Board immediately proceeded with the regular Board of Directors meeting.

Committee Reports:

Architectural Review Committee. Les Bader, Committee Chair, noted that all is currently going well. No issues to report.

Grounds Committee. Dick Dyszel, Committee Chair, briefly discussed a few issues:

- **Irrigation.**
 - a. A request was sent to Pinnacle to provide a detailed watering schedule. At this point, we are still awaiting a response.
 - b. We will ask the City of Cape Coral if the Association can be granted a variance on the watering schedule.
 - c. The Committee has been informed that the controllers can be adjusted to deliver appropriate irrigation for the properties with Zoysia and Floritam turf, which require different amounts of water. We will ask Pinnacle to make this adjustment.
 - d. Pinnacle crews performed a wet check on Tuesday, November 1. It was reported to the Committee that all homes and common areas are functioning properly.
- **Pavilion.**
 - a. There is a need to clear the gravel, rubber mulch, weeds and other debris at the former playground site. The Grounds Committee will schedule and announce a date for a community-action event. Volunteers will be needed to rake, scoop up and dispose of the rubbish.
 - b. The Committee also asks that owners continue to put forward ideas for how to develop the grass areas surrounding the Pavilion, to make this area an inviting amenity for our community.

6. OTHER BUSINESS:

Main Gate Closure: As discussed at the October meeting, the Board made an executive decision to close the gate on a full-time basis.

The Board is working with our management company to finalize the process with Main Gate and provide proper access to service, delivery and emergency vehicles. Homeowners are reminded that additional gate transponders and pedestrian gate keys are available from Tropical Isles.

After a brief discussion among Board members and Mark Rudland, it was determined that the main gate will be closed 24/7 beginning **Monday, November 14, 2016.**

In the event of a community emergency, the Grounds Committee can re-set the gates. It should also be noted that if the unit loses power, the gates will default to an open position.

Trespassing. The Board has received a couple of reports of possible trespassers into the community. Members are advised that if they suspect legitimate trespassing activity, they should notify the Cape Coral police. As a neighborhood community, we should be sure that it is truly a trespassing issue. Please be mindful that with the holidays approaching, many households will have increased numbers of guests and visitors.

With no other business to discuss, the Board opened the floor to inquiries and discussion topics presented from Members in attendance.

7. OWNER COMMENTS / OPEN FORUM:

Question: Does the Association have rules against erecting yard signs?

Answer: Yes. The only exception is signs indicating that the property is for sale or rent.

Question: Who should be contacted if a Homeowner experiences issues with the landscaping work?

Answer: All landscaping issues should be directed to our management company, Tropical Isles.

For reference purposes, a Homeowner can choose to copy the Board on such communications. As a reminder, the Board is responsible for administering all Association contracts. It is not the Board's responsibility to report issues concerning individual home sites. It is the responsibility of the management company to work on behalf of all Owners in such situations.

Social Event Reminder:

The **1st Annual Chili Cook-Off and Cornhole Championship** will take place on Saturday, November 12, at 3:00 pm at the Pavilion. All are invited to participate and attend.

8. NEXT MEETING:

The next Board of Directors meeting is scheduled for Sunday, December 11, 2016 at 4:00pm, at the Pavilion (203 Destiny Circle, Cape Coral, FL).

9. ADJOURNMENT:

There being no further business, the meeting was adjourned at 7:11 pm.

Respectfully submitted,

Linda Foreman
Secretary, Board of Directors
Celebration Cape Association

(The preceding minutes were approved by the Board of Directors on December 11, 2016.)