

CELEBRATION CAPE HOMEOWNERS' ASSOCIATION, INC.

BOARD OF DIRECTORS MEETING

A Corporation Not-for-Profit

Saturday, September 10, 2022 at 10:00am

Held at: Celebration Cape Pavilion (203 Destiny Circle, Cape Coral, FL 33990)

CALL TO ORDER

Larry Ferris, Board President, called the meeting to order at 10:00am.

CERTIFYING MEETING QUORUM

A Board quorum was established with Larry Ferris (President), Jim Arnold (Vice President), Susan Dyszel (Treasurer), Linda Foreman (Secretary) and Lori Gripentrog (Director) present. *(No representative from Tropical Isles Management was present.)*

PROOF OF NOTICE OF MEETING

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

PRIOR MINUTES

Motion to approve the minutes from the April 30, 2022 Board of Directors Meeting. Motion was made by Jim Arnold, seconded by Susan Dyszel, with all Board members voting in favor. Motion carried with 5 votes.

NEW BUSINESS

ARCHITECTURAL REVIEW BOARD

The new ARB packet (ARM form, Homeowner Affidavit/Disclaimer/Release, ARB Checklist) has been posted on the Celebration Cape website. Homeowners are to submit the completed packet to Tropical Isles for review. The documents are then forwarded to the ARB Committee for discussion at the next scheduled meeting. So far, this process is working well.

COMPLIANCE COMMITTEE

The members of the Compliance Committee are Joey Ferris, Michelle Hurrelbrink, Ann Paris and Chris Schielzo. This committee is responsible for documenting which properties are not in compliance with the CC&Rs for homesite maintenance. All owners received a reminder letter from Tropical Isles (dated September 2, 2022) about proper maintenance requirements. Owners of 15 properties were cited for non-compliance. Kudos to Michelle Hurrelbrink for taking the lead on these efforts.

GROUNDS

Dick Dyszel submitted a Grounds report to the Board (GroundsOverview9-10-22.pdf attached to these minutes).

Motion to approve the expenditure of up to \$350 for white paint and related supplies for the Pavilion structure. Motion was made by Jim Arnold, seconded by Lori Gripentrog, with all Board members voting in favor. Motion carried with 5 votes.

Motion to approve the quote in the amount of \$887.40 from R&S Cleaning Services for cleaning of the interior East wall. Motion was made by Linda Foreman, seconded by Lori Gripentrog, with all Board members voting in favor. Motion carried with 5 votes. Larry Ferris signed the quote and will schedule the date for this service.

Motion to approve the expenditure of up to \$200 for paint and epoxy patch materials to repair portions of the North and South walls. Motion was made by Jim Arnold, seconded by Lori Gripentrog, with all Board members voting in favor. Motion carried with 5 votes.

Community Pressure Washing. The Board has received a quote in the amount of \$2556 from R&S Cleaning Services for cleaning and sealing the common area hardscape surfaces (gulleys, sidewalks). Susan Dyszel will request a quote from AAA Pressure Washing & Home Maintenance, so that the Board has two proposals to consider.

Irrigation System Maintenance and Repair. As part of a trial assessment period beginning in May 2022, Everyday Maintenance began automatically correcting problems and making repairs as documented during their monthly wet checks. The additional cost for these services continues to be invoiced to the Association. As of now, the additional cost is \$5-\$10 per household/month. This process will continue for at least another month to obtain better information on expected costs. The Board will re-evaluate at its next regular meeting.

BUDGET 2023 – BOARD WORKSHOP

This year, the Board implemented a new process for budget review and projections. The Association's accounting firm (Spires & Associates) produced a draft budget that included notations for recommended adjustments. The Board used that draft to review all line items and make necessary changes.

Operating Expenses: the budgeted costs for contractual services (e.g., common area and maintenance, management fees, utilities, etc.) were increased per new contracts or estimated increases of about 3%. Insurance coverage expenses were increased by 18%, in line with current anticipated market costs.

Motion to adopt the Operating Expenses budget for 2023. Motion was made by Jim Arnold, seconded by Susan Dyszel, with all Board members voting in favor. Motion carried with 5 votes.

Reserves: the monthly contribution will be increased by \$20 to \$240 per door (\$720 quarterly).

Motion to adopt the Reserves budget for 2023. Motion was made by Lori Gripentrog, seconded by Susan Dyszel, with all Board members voting in favor. Motion carried with 5 votes.

OPEN FORUM

VOLUNTEER RECOGNITION

Motion to award Dick and Susan Dyszel each with a \$100 gift certificate in recognition of eight years of outstanding volunteer work on behalf of the community. Motion was made by Jim Arnold, seconded by Larry Ferris, with Board members Linda Foreman and Lori Gripentrog voting in favor. Susan Dyszel abstained from voting. Motion carried with 4 votes.

GOVERNING DOCUMENTS

Jim Arnold will review the Association's CC&Rs and make required amendments to reflect recent Florida legislative changes and other edits as may be needed. Draft amended document(s) will be presented to the Board.

COMMUNITY FOOD TRUCK

Lori Gripentrog broached the idea of hosting a food truck for a community event. She will look into options and present to the Board at a later date.

NEXT MEETINGS

The next Board of Directors (Budget Presentation) meeting is scheduled for Wednesday, October 5, 2022 at 6:00pm.

The Board of Directors (Budget Approval) meeting is scheduled for Thursday, November 3, 2022 at 6:00pm.

ADJOURNMENT

Motion to adjourn the meeting. Motion was made by Lori Gripentrog, seconded by Jim Arnold, with all voting in favor to adjourn the meeting at 11:23am.

Respectfully submitted,

Linda Foreman
Secretary, Board of Directors
Celebration Cape Association

(The preceding minutes were approved by the Board of Directors on January 10, 2023)

Outstanding Grounds Related Projects for 2022 and 2023
Presented to the Celebration Cape HOA Board on 9/10/2022
by Dick Dyszel

Here is a list of several maintenance projects that need to be done:

The Gazebo Floor:

This project has been approved and the funds authorized, but it has been put on hold until the rainy season ends. At that point, Rick Giberson and I will remove a significant part of the floor and do a thorough inspection of the lower portion of the structure before purchasing the lumber needed to replace the existing wood. If the inspection reveals no unexpected problems, we will proceed with the project. If there are new problems, we'll return to the board with a report before spending the approved funds.

Pavilion Table Legs:

This was to be done before rainy season, but after purchasing the paint, injury kept me from working on the project with Jim Duane. The project will resume once things dry out.

Pavilion Painting:

I have sent the board a proposal to spend \$350 for paint and supplies so that volunteers can clean and paint the white portion of the pavilion. If approved, this project should be charged off to this year's budget and will proceed as soon as it dries out.

East Wall Washing:

With the good result we got from washing the North and South wall, it's a good idea to continue the process on the very visible East wall. I understand that we already have a price to do this from the firm that did the other two walls. Again, I would suggest with do it before the end of the year so it falls under this year's budget.

Other Items:

The cleaning of the North and South walls exposed some minor repairs where the rusting rebar has caused the concrete to flake off the wall. I would suggest that these repairs be done as time permits. Costs involved would include some Epoxy patch and a gallon of matching wall paint, About \$100.

Items for 2023 and Beyond:

Wall Top Repairs:

While replacing two of the column caps on the East wall, Rick Giberson and I noted that there are 4 depressions in the top of each of the panels that are allowing rain water to enter the concrete along exposed rebar and promoting rust. These depressions are there as a remnant of the hooks that were used to lower the panels into place. It seems that there were not totally sealed and just painted over.

We are still trying to determine how serious a problem they pose and what would be the most prudent way to deal with them. As such, at this time we just wanted everyone to be aware of the situation with no immediate action in mind.

At this point there doesn't seem to be any expected large dollar maintenance items on the agenda for 2023. Of course, we never know about when we might have a fountain failure, gate failure and/or expensive lightning strike. The next expected big-ticket item might be interior wall painting in 2024.

Proposal to paint the Celebration Cape Pavilion
Present to the Celebration Cape HOA board on 9/10/2022
by Dick Dyszel

The white trim portion of our pavilion needs to be cleaned, scraped and painted. I have talked with a number of residents who expressed interest in helping with this task. As such I suggest that we purchase 4 gallons of Sherman Williams White Satin "Everlast" paint from Lowes along with 4 - 2.5" brushes for this project. I will donate some extra rollers for the broad areas that need paint.

The cost of paint has gone up significantly which is why I suggest we have a member of the community who is a veteran to buy the paint and brushes at Lowes so we can get a 10% discount. Here are the totals:

Paint: 4 X \$72.98 = \$294.92
Brushes: 4 X 14 = \$52
Total: \$343.97
Discount \$34.40
Subtotal: \$309.53
Tax 6%: \$18.57
Final total: \$328.09

I would ask the board to approved \$350 for this project with materials purchased this year and the painting to be done once we are in dry season.