



Portofino Shores Property Owners Association, Inc

**MINUTES OF
MEETING OF BOARD OF DIRECTORS**

Date: Tuesday, March 21, 2017

Time: 7:00PM

Place: Clubhouse

- I. CALL TO ORDER – Jim Grubb called the meeting to order at 7:00 p.m.
- II. ROLL CALL - Present was Jim Grubb, President; David Rosenthal, Vice President; Donna Steininger, Secretary; Al Bishop Treasurer; and, Beth Delp, Director. Also present was Annmarie Coniglio, Property Manager.
- III. APPROVAL OF MINUTES: **February 21, 2017. Donna Steininger motioned approval of the minutes; Al Bishop seconded and the motion carried unanimously.**
- IV. REPORT OF OFFICERS–

Jim Grubb gave a brief update on the animal control presentation.
- V. MANAGER’S REPORT – Annmarie Coniglio gave the manager’s report (copies made available to attendees).
- VI. Report of committees – (A summary sheet of all Committee reports attached.)
ACB
Appeals
Entertainment Committee
Screening
Front Entry Remodel Project Committee
Street Tree Root Barrier Committee
- VII. OLD BUSINESS

None.



VIII. NEW BUSINESS

a. Consideration of proposal for directional boring for lighting at flagpole. Board members discussed the issue at the front entrance whereby flagpole lights are not working because the wiring was chopped up during landscape work. After discussions, **Beth Delp motioned to get a second quote and then proceed with the lowest proposal; Al Bishop seconded and the motion carried unanimously.**

b. Draft 2016 Audit – Although not originally on the agenda, Jim discussed the draft audit received by Hafer and Co., which gave very clear endorsement of the financial records. After a brief discussion, **Beth Delp motioned acceptance of the audit; Al Bishop seconded and the motion carried unanimously.**

c. Debbe Pariseau, on behalf of the Neighborhood Watch Committee, reported to those in attendance the fact that since March 13 three incidents were reported to the Sheriff's Office. Residents were asked to be aware and to report to the police any suspicious activities they see in the neighborhood. A reminder was given to be sure car doors are locked as well as doors to the homes.

IX. OPEN DISCUSSION

Some issues brought up by the Members in attendance was speeders in the community and trash bags not in garbage cans used on garbage pick-up days.

X. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:35 p.m.

Respectfully submitted,
Annmarie Coniglio, LCAM

COMMITTEE REPORTS SUMMARY FOR BOARD MEETING OF MARCH 21, 2017

Architectural Control Board:

Since the last BOD meeting, the ACB had two meetings – Feb. 28 and March 14, 2017.

The ACB reviewed a total of 16 Applications.

4 for landscaping changes

5 for repainting outside of house or doors

3 for adding or changes to Screen Rooms/Patios/Walkways

1 for adding Gutters & Downspouts

1 for adding/changing other items to house (exterior lighting, wall decor, etc.)

2 for changes to entry doors

The ACB Meets on 2nd & 4th Tuesdays of the month at 7:00 p.m.

To be considered, an application must be received by the Friday before the next meeting.

Next ACB Meeting is Tuesday, March 28, 2017.

Appeals Committee:

There was no March meeting of the Appeals Committee. The next meeting is scheduled for Thursday, April 13, 2017 at 7:00pm.

Neighborhood Watch:

1. 11 committee members attended monthly meeting on 3.2.17 - meetings held the first Thursday of the month in clubhouse at 7:00 PM
2. New volunteer Ron Geipe attended and 2-night training was scheduled.
3. NWC was established as our committee's acronym - watch for notices posted on Message Board with those acronyms.
4. Shredding Day - May 6, 2017 from 9:00 AM - 2:00 PM - flyers in clubhouse
5. Still working to develop a user friendly monthly calendar for patrol schedule.
6. VOLUNTEERS NEEDED.

Screening Committee Report:

Since the last board meeting, there were 3 resale applications processed, 8 lease renewals and one lease denial (based on newly implanted credit score requirement).

Ad Hoc Committees

Front Entry Remodel Project Committee:

To date Trees, Zoysia Grass, Landscape Plants and Up Lighting has been installed in all areas except in the Pergola area, according to the proposal #2015-1373 approved and signed 10/4/2016.

The Pergola is still in the Permitting Stage with St. Lucie County. Construction will begin as soon as contractor receives an approved permit. Landscape plants and lighting will be installed in this area following construction.

All newly installed royal palms have experienced significant shock, however the landscaper indicates they should recover.

The damaged bismark palm in the entrance island has been replaced.

- All trees and plants come with a 90-day warranty.

The committee recommends the following:

- Increase the height of the new light pole so the fixture is taller than the existing flag pole to provide more adequate light to the front entrance while also lighting the US flag at night allowing for removal of the up lights for the flag.
- Pay close attention to the expiration date of the 90-day warranty making sure all trees and plants will survive.

Street Tree Root Barrier Remediation Committee:

The tree root remediation work is moving at a terrific speed. Tri Bros. has completed approximately 70% of the job which is estimated to be at this time 6,843 lineal feet.

Eight (8) trees have been designated for removal by the arborist. Three trees have already been removed and stumps ground down. We are waiting for the permitting from St. Lucie County for the other five (5) trees. One (1) tree at 6003 Arlington Way that has been removed will be replaced with a 6" to 8" caliber live oak tree placed in the same spot.

The county will specify approximate locations for the remaining replacement trees.

We are anticipating completion well before the deadline date provided by the contract.