

Portofino Shores Property Owners Association, Inc

**MINUTES OF
MEETING OF BOARD OF DIRECTORS**

Date: Tuesday, May 16, 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 (via telephone conference); Al Bishop Treasurer; and, Beth Delp, Director. Also present was Annmarie Coniglio, Property Manager.
- III. APPROVAL OF MINUTES: **April 18, 2017. Jim Grubb motioned approval of the minutes; Beth Delp seconded and the motion carried unanimously.**
- IV. REPORT OF OFFICERS – Jim Grubb spoke and requested residents be mindful about what they are posting on social media as it pertains to the Association (letter from Board of Directors made available to those in attendance) and gave a brief update on available funds in the Association's operating account after the recent large expenditures. The total spent on the larger projects completed to date is approximately \$348,000 with a decrease in funds of approximately \$184,000; the board is pleased with the operating cash.
- V. MANAGER'S REPORT – Annmarie Coniglio gave the manager's report.
- 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. Review and decision of proposal received for additional root barrier product installed at preserve area nature walk (additional 1500 lineal feet) – After discussions, it was agreed that this work will need to be coordinated with the CDD. **Jim Grubb motioned to have David Rosenthal take a closer look at the nature walk and provide a summary of what is needed, give an opinion on the urgency and the Association can then approach the CDD to see if the work can be done faster than the scheduled meetings or, in the least, the current schedule will be followed; Beth Delp seconded and the motion carried unanimously.**

b. Review and decision of proposal received for suitably raising the canopy of oak trees (street lined oaks) – Board members discussed whether a little more detail on the proposal is needed. The general scope of this project will be to raise the canopy of each tree to fourteen (14) feet (from where the swale meets the asphalt), where the tree is big enough and less when it isn't. This will help alleviate trucks hitting the tree branches when going by. The Board discussed whether Tri Bros. can be used based on their history with the tree root project or, other bids can be sought. After further discussions, **Donna Steininger motioned to go back to Tri Bros. to negotiate the bid received and to send out for a competitive bid to raise the canopy of the trees to fourteen (14) feet; Al Bishop seconded and the motion carried unanimously.**

c. Review and decision of proposals received for concrete/sidewalk section replacements – Jim Grubb noted that we are approaching the rainy season and the issue of tripping hazards because of the raised sidewalks need to be addressed. Jim suggested refining the scope of work to be sure that included is that all concrete areas are covered and barricaded when contractor leaves for the day. After discussions and review of bids received, **Beth Delp motioned to go with Jose if he will match the lowest bid, or to advise that the Board will approve the bid be no higher than \$40,000 and each section needs to be covered until it cures; Al Bishop seconded. The motion carried 4-1 with David Rosenthal dissenting.**

d. Suspension of Use – After discussions, **David Rosenthal motioned approval to suspend use rights for the nine properties brought before the Board this evening; Al Bishop seconded and the motion carried unanimously.**

e. Disband Front Entry Remodel Committee – Board members thanked the committee for their excellent work and after a brief discussion, **David Rosenthal motioned approval of disbanding the committee, with thanks; Beth Delp seconded and the motion carried unanimously.**

f. Discussion regarding use of proper trash receptacles – David Rosenthal addressed this issue noting that he recently observed that residents who put trash bags out in the morning for trash pick up, invite vultures and other pests to rip open the bags causing trash to be all over the street and lawns, etc. For household trash, the Board was in agreement to have a telecall put out advising residents that the board is asking all residents use proper trash receptacles rather than trash bags to alleviate the invitation of vultures and other vermin to the area, which then leads to ripped open trash bags. This will, initially, be voluntary.

g. Uphold or rescind the Agreement between Portofino Shores POA and the owners at 5517 Spanish River Road - Board members noted that they have received copies of the letter from the owners at 5517 Spanish River Road, as well as a copy of the signed Agreement from last year. Rebecca Blunt addressed the Board explaining why she and Richard feel the Agreement should be rescinded. Jim Grubb explained that other partial fences have been denied, a signed agreement was ultimately reached between the previous board and the Blunt's and that the residents expect the Board of Directors to give equal application to the rules across the board. After lengthy discussions, **David Rosenthal motion approval to uphold the legal Agreement that was entered into last year; Al Bishop seconded. Donna Steininger noted her disagreement with this motion as it is her opinion this came about because of a grudge situation between a member of the ACB and his neighbor and is against forcing them to follow-through with the agreement. Beth Delp noted her disagreement with the motion because it is her opinion that the Blunt's originally submitted application was complete and clear, and feels it should be left as is now because of an error on the ACB's part. The motion carried 3-2 with Donna Steininger and Beth Delp dissenting.**

Jim Grubb noted that the Board will be going back to the legal counsel regarding a reasonable period of time to allow the homeowners to comply.

IX. OPEN DISCUSSION

None.

X. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 8:15 p.m.

Respectfully submitted,
Annmarie Coniglio, LCAM

**COMMITTEE REPORTS SUMMARY
FOR BOARD MEETING OF MAY 16, 2017**

Architectural Control Board:

Since the April 18, 2017 BOD meeting, the ACB had two meetings – April 25 and May 9, 2017. The ACB reviewed a total of 19 applications with 25 items

- 7 for landscaping changes
- 4 for repainting outside of house or doors
- 6 for adding or changes to screen rooms/patios/walkways
- 1 for adding gutters & downspouts
- 3 for adding accordion-style hurricane shutters
- 3 for adding fences to enclose rear yards
- 1 for adding fence to enclose rear patio

The ACB normally meets on the second & fourth Tuesdays of the month at 7:00 p.m. To be considered, an application must be received by the Friday before the next meeting.

The next ACB meeting is Tuesday, May 23, 2017.

Note: There will be only ONE ACB meeting in June to be held on Tuesday, June 27, 2017.

Applications received after May 19, 2017 will not be reviewed until the June 27, 2017 meeting.

Appeals Committee:

At the May meeting, we had 5 items. 3 parking violations, one of which was rescinded due to the homeowners extenuating circumstances. The other 2 were upheld by unanimous decision. There was 1 maintenance issue which involved a dirty roof. The fine was upheld unanimously. Lastly, a nuisance issue of flower baskets being hung on the exterior of the house in view of the neighbors. This fine was upheld since no attempt was made to obtain ACB approval for the exterior changes, nor was any explanation provided to the Appeals Committee. Please be aware that most, if not all, changes or additions to the exterior of your property must have ACB approval. If you are uncertain if approval is needed, please refer the ACB guidelines or check with the office.

Entertainment Committee:

Easter Egg Hunt for Children

50 children, approximately 40 adults. The Easter Bunny arrived around 9:30-pictures were taken, plus there was someone painting the children's faces. Children had a wonderful time finding eggs. We had hidden 10 golden eggs, which had numbers in them and if they found one would get a prize. There were about 10 volunteers who helped hide eggs. Cookies, juice, water, candy was served. A fun event.

Block Party

There were approximately 74 people who attended this outdoor event, plus some children. We had a couple of raindrops, but otherwise it was a well-attended event. Lots of comments how fun it was. Food was provided by a food van, and Rick Collins provided the music.

Upcoming event will be the Memorial Day Party on May 29, 2017.

Neighborhood Watch Committee (“NWC”):

1. 8 members attended the May monthly meeting on 5.4.17. NWC meetings are held the first Thursday of the month in our Portofino Shores Club House beginning at 7:00 PM ET. INTERESTED? Please stop by, join us and give a listen.
2. No additional interested volunteers have joined us since last month and we invite any and all of you to our meetings and to participate in our neighborhood watch patrols. It’s fun, it’s interesting.....it only takes one hour per month.
3. Our JUNE NWC meeting is CANCELLED.
4. We are inviting the Sheriff department to our July 6th meeting, everyone is invited to attend.
5. There is an interesting and informational "neighbors and nearby neighbors" website called NEXT DOOR, www.nextdoor.com, it includes Portofino Shores and our nearby neighborhoods. This website allows anyone to post informational pieces: recent posts included Sandhill Cranes baby season, Senior Single dinner group, a sofa for sale, pet sitter needed, Zumba classes, Tourism Showcase, theft, handyman services etc. It has a wide array of postings and Portofino Shores has 97 neighbors signed up, check it out if interested.
6. THANK YOU's to our existing committee members and of course, VOLUNTEERS ARE NEEDED!

Screening Committee Report:

Since the April 18, 2017 Board meeting, there were seven purchase applications processed; four new lease applications processed; and, four lease renewal applications processed.

Ad Hoc Committees**Street Tree Root Barrier Remediation Committee:**

Root barriers are all done, and we have confirmation that 10,120 lineal feet of barrier product has been installed. Many places are showing grass propagation into the barrier area, and the coming rainy season should settle the ground and help the grass fill in further.