

**SABAL HARBOUR HOMEOWNERS ASSOCIATION  
MINUTES OF BOARD OF DIRECTORS MEETING**

**September 1, 2015**

**CALL TO ORDER**

The meeting was called to order by Reggie Funderburk at 7:00 p.m. at the Sabal Harbour Clubhouse, 4650 Sabal Harbour Dr., Bradenton, Florida.

**DETERMINATION OF QUORUM**

Present in person were Reggie Funderburk, Tim Birkey, John Nesbitt, John Pardi and Irma Simpson representing a quorum. Also present were Ken Warren of Avatar Property Management Group, Inc. and several homeowners.

**PROPER MEETING NOTICE**

The meeting notice was posted in accordance with the bylaws of the Association and in accordance with Florida Statutes.

**RESIDENT COMMENTS**

None

**APPROVAL OF MINUTES**

**John Nesbitt made a motion, seconded by John Pardi to approve the minutes of the August 4, 2015 Board meeting. The motion passed unanimously.**

**OLD BUSINESS**

**Lake Maintenance** – Ken Warren presented a summary of lake conditions prepared by Aquatic Systems Inc. It was noted that Lake 11 was fine, however other lakes had invasive growth that had been neglected. Also presented was a proposal for services from Aquatic Systems. Although the total cost would be higher than the present contractor, the proposal includes 18 visits per year. The current contract includes 12 visits. **John Nesbitt made a motion, seconded by Reggie Funderburk, to accept Aquatic Systems Inc. proposal for lake maintenance services. The motion passed unanimously.**

**Landscape Waste** – It was noted that three homes in Sabal Harbour have a large amount of yard waste at the curb for 2 to 3 weeks. Management called the county to follow up on all of the situations, it was noted that the residents had called for County pickup but the large waste truck can run up to a month behind on scheduling.

**45<sup>th</sup> Street Expansion** – We are waiting on the preliminary appraisal from Hetteema Saba Appraisers.

**NEW BUSINESS**

**Bathroom Repairs** – Ken Warren noted that several items at the clubhouse required repair/replacement by a plumber. These items include a new hot water heater, urinals, a sink and faucet. A tankless hot water heater was suggested. **John Nesbitt made a motion, seconded by Reggie Funderburk, to accept Gallo Plumbing's proposal for \$2687 plus and additional \$300 for the required electrical work. The motion passed unanimously.**

**MANAGERS REPORT**

See Attachment A.

**RESIDENT COMMENTS**

Resident comments included the walking gate at Sabal Key entrance was not working, the installation of a "pick up after your dog sign", and Sabal Key irrigation not working at 4538 and 4605 Sabal Key.

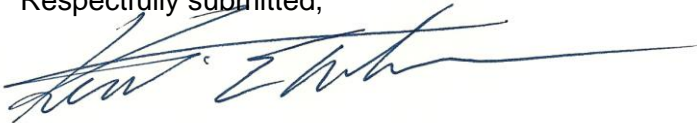
**NEXT MEETING DATE**

The next Board meeting is scheduled for Tuesday October 6, 2015 at 7:00 pm at the Sabal Harbour Clubhouse.

**ADJOURNMENT:**

The meeting was adjourned at 7:50 pm.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Ken Warren", with a long horizontal flourish extending to the right.

Ken Warren, Acting Secretary.

**MANAGEMENT REPORT**  
**September 2015 Board Meeting**

***VIOLATIONS***

Exterior Appearance	24
Clean Driveway and Sidewalk	100
Lawn	108
Weeds in Planting Beds	61
Weeds in Driveway	36
Mailbox	68
Fence	3
Other	31
<b><i>TOTAL</i></b>	<b><i>431</i></b>

- Sweep has been completed on Abacos, Breakwater, Bookelia, Captiva, Cayo Costa, Egmont, Runabout, Sabal Harbour, Sanibel Way, Turtle Bay Terrace and Useppa. Reviews of all violations will begin.
- The Board levied fines on 4601, 4609, 4617, 4625, 4637, and 4641 Egmont. Certified letters were sent.
- 4 yard waste violations were addressed during August. Yard waste violations, where the debris has been stacked at the curb, are turned over to Manatee County Solid Waste who is supposed to notify the homeowner/tenant on the proper way to bundle or call for a special pick-up. We follow up with the County on all of the violations that are not cleared in a timely manner.

***MAINTENANCE/MANAGEMENT***

- Pool will be closed September 8<sup>th</sup> through 11<sup>th</sup> for maintenance and treatment of the black algae. The County Inspector will be called out to inspect the pool at this time.
- I met with Aquatic Systems representative Jeff Whaley to discuss the condition of Lake 11. I also took him to lakes 6, 8 and 10 to review the conditions there. Aquatic Systems sent a field representative out to assess all of the lakes. They have provided a lake-by-lake summary of their findings as well as a proposal of services.
- I have asked SunWest Waterway Management to look at lakes 6, 8 and 10 on their September visit.
- JanPro will begin an additional cleaning on the weekend beginning this weekend.
- I met with Gallo Plumbing to look at plumbing repairs at the clubhouse. We went through the clubhouse, bathrooms, outside plumbing fixtures and the hot water heater. Gallo Plumbing presented various options on fixtures available. They have provided a proposal.
- Kevin Klarkowski cleaned the wall from the corner to the 44<sup>th</sup> Street entrance. We will have him continue on the 45<sup>th</sup> Street Wall.
- A flood light was replaced in the Sabal Harbour entry island. The light replaced a failed LED light. This light is a new design which is simpler and brighter than the previous lights. A flashing light was removed and three of the new lights have been ordered. We will change out the lights in the front entry areas as some fail.
- SK – The main irrigation controller failed and has been repaired. A stuck zone valve is being located and will be repaired tomorrow.

## **SECURITY**

- Security is scheduled for 9 hours per week through September.
- The communications module on the Recreation Area fence failed and had to be replaced. We were not able to update or change cards through the computer until this was fixed. A replacement had to be ordered. Repairs were completed September 1<sup>st</sup>.
- The tennis court card reader failed and would not recognize access cards. We were unable to lock the gate open due to the failure of the communication module. Repairs were completed September 1<sup>st</sup>.

## **FINANCIAL**

### **JULY 2015**

#### **QUICK ANALYSIS**

	<b>Total</b>	<b>Sabal Harbour</b>	<b>Sabal Key</b>
<b>YTD Expenses Over (Under) Budget</b>	\$ (46,308)	\$ (21,443)	\$ (24,865)
<b>Operating Cash Balance</b>	\$ 417,285	\$ 158,059	\$ 259,226
<b>Change in Operating Cash Balance</b>	\$ 32,231	\$ 17,996	\$ 14,235
<b>Avg. Months (Op Exp) in Operating Cash</b>	7.2	6.3	7.8
<b>Reserve Cash Balance</b>	\$ 525,888	\$ 284,146	\$ 241,742
<b>Accounts Receivable</b>	\$ 400,502		
<b>Change in Accounts Receivable Month</b>	\$ (4,977)		
<b>Change in Accounts Receivable Y-T-D</b>	\$ (4,820)		

- 17 estoppel requests were filed in August.
- A discussion was held with PCS Insurance regarding the upcoming December insurance renewal. PCS is currently working on the renewal quotes.