

**SABAL HARBOUR HOMEOWNERS ASSOCIATION  
MINUTES OF BOARD OF DIRECTORS MEETING  
September 10, 2013**

**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, Ron LeVene, Stefani Lis, 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 Stefani Lis, to approve the minutes of the August 13, 2013 Board meeting. **The motion passed unanimously.**

**OLD BUSINESS**

**COMMUNITY EVENTS** – The community-wide Fall Yard Sale will be held on Saturday October 12th.

Stefani Lis made a call for newsletter articles.

**SABAL KEY GATES** – US Fence will install the new gate entry system in two weeks. The office will send a form for gate codes and clicker information to the residents and owners.

**ARCHITECTURAL REVIEW COMMITTEE (ARC)** - Ron LeVene submitted policies for the operation of the ARC. The Board discussed ARC procedures and meetings. The ARC members include Ron LeVene, John Nesbitt, Bill Leggett, Kate Bostic, and Maggie Pardi.

John Pardi made a **motion**, seconded by Stefani Lis, to approve the ARC policies as presented. **The motion passed unanimously.**

The policy as presented is included as ATTACHMENT A.

**NEW BUSINESS**

**2014 BUDGET** – The initial draft of the 2014 budget was presented to the Board of Directors. Dates for the budget workshops were discussed. Budget workshops will be held Wednesday October 9<sup>th</sup> at 6:30pm and Wednesday October 23<sup>rd</sup> at 6:30pm.

**NEWSPAPER ADVERTISING** – John Nesbitt brought a concern to the Board over the Bradenton Herald Newspaper's YES! advertisements that are thrown on driveways in pink bags. John Nesbitt made a **motion**, seconded by Ron LeVene, to have the Bradenton Herald cease delivery of the YES! advertisements. **The motion passed unanimously.**

**COMMERCIAL VEHICLES** – A concern was expressed about the number of commercial vehicles parked in the subdivision in violation of the covenants. The Board discussed the commercial vehicles and the ability to enforce the rule. Ron LeVene made a **motion**, seconded by Irma Simpson, to have the Association Attorney review this issue. **The motion passed unanimously.**

**MANAGERS REPORT**

See ATTACHMENT B.

**RESIDENT COMMENTS**

A resident reported that there was staining in the pool and that his tests of the chlorine levels showed no chlorine. He also reminded the Board to consider covered picnic areas in the budget.

A resident reported that there was a large party at the pool and that larger trash cans are needed.

Also mentioned by residents were pressure washing the sidewalks in Sabal Key, pressure washing monuments, and video cameras in the Sabal Key dumpster areas.

**NEXT MEETING DATE**

The next Board meeting will be a Budget Workshop on Wednesday October 9, 2013 at 6:30 pm at the Sabal Harbour Clubhouse.

**ADJOURNMENT:**

The meeting was adjourned at 8:15 pm.

Respectfully submitted,

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

Ken Warren, Acting Secretary.

## ATTACHMENT A

### PROPOSED ARC POLICIES

The purpose of the ARC is to help insure that the neighborhoods in Sabal Harbor are maintained and cared for to a level that increases the values of our subdivision. There is no intent to "hassle" any homeowner but rather to insure so level of attractiveness and conformity. Any decision made by the Committee may be appealed to the Board of directors for a final determination.

1. The ARC will convene as needed and will consist of an odd number of members
2. The Committee will convene to review any unusual, first time, or questionable request from a homeowner
3. No declination will be sent until the Committee has convened and decided on an action
4. The Committee may decide to refer a request to the Board of Directors for final decision
5. The requesting homeowner will be invited to the meeting considering their request. The lack of homeowner attendance will not be a reason to not consider the request
6. The Chairman of the Committee shall be appointed by the President of the Board of Directors and serve at the President's discretion.
- 7.

## ATTACHMENT B

### **MANAGEMENT REPORT** **September 2013 Board Meeting**

#### ***VIOLATIONS***

	<b>Violation</b>	<b>Letter</b>	
ABACOS			
4558	ARC	Aug-13	
CAPTIVA			
4504	Trailer	Feb-13	
4508	Landscaping	Aug-09	Sep-13
4511	Landscaping		
EGMONT			
4514	Landscaping	Sep-13	
4518	Landscaping	Jul-09	Jul-13
4551	ARC	Jul-13	
4601	Landscaping	Sep-13	
4605	Landscaping	Sep-13	
4617	Landscaping	Sep-13	
4625	Landscaping	Sep-13	
4637	Landscaping	Sep-13	
4641	Landscaping	Sep-13	
RUNABOUT			
4554	Dog	Jan-13	
SANIBEL			
4538	Parking	Apr-13	
4412	Landscape	Sep-13	
4428	Landscape	Sep-13	
4436	Landscape	Sep-13	
USEPPA			
4407	Landscape	Sep-09	13-Sep
4508	Storage	Sep-13	

#### ***MAINTENANCE***

- SK - Landscaping plans are being developed for 4 Sabal Key buildings; 4630 - 4658, 4662 - 4688, 4742 - 4756, and 4760 - 4770. The landscapes will utilize the plant plans developed on earlier renovations. At least one unit will be picked for an experiment in removing the St. Augustine grass and landscaping the entire front.
- SK - USA Fence will be replacing the Sabal Key entry keyboard and taking over the maintenance on the entries. A form requesting owner info, tenant info, clicker data and code requests will be developed and sent out. This will allow us to better monitor and manage the gate entry access. With the previous system no address specific information was kept.

- The magnetic locks for the recreation area gates are installed. A reader problem with the main pool gate has been fixed.
- SK -Furniture and trash have been removed from the dumpster areas.
- Repairs were made to the Clubhouse Men's room including repairing/reinstalling a stall door. Repairs to the motion sensor lights are being made.
- The up-lights at the pool have been replaced with lights in fiberglass casings. These lights should be more durable than the previous lights.
- SK -Two roof repairs were made at Sabal Key. One other home reported a leak and are being scheduled for inspection.
- The control panel for the Sabal Harbour irrigation system was hit by lightning and will be replaced.
- Benches around the recreation area are being repaired and repainted.

### **SECURITY**

- Security is scheduled for 9 hours per week through September.
- Envera has provided a quote for additional cameras. The contract requires additional information/clarification prior to presenting to the Board.

### **FINANCIAL**

## **AUGUST 2013**

### **QUICK ANALYSIS**

	<b>Total</b>	<b>Sabal Harbour</b>	<b>Sabal Key</b>
<b>YTD Expenses Over (Under) Budget</b>	\$ (30,980)	\$ 1,105	\$ (32,085)
<b>Operating Cash Balance</b>	\$ 270,744	\$ 89,155	\$ 181,589
<b>Change in Operating Cash Balance</b>	\$ 8,707	\$ 922	\$ 7,785
<b>Reserve Cash Balance</b>	\$ 339,209	\$ 183,536	\$ 155,673
<b>Accounts Receivable</b>	\$ 396,507		
<b>Change in Accounts Receivable Month</b>	\$ 6,683		
<b>Change in Accounts Receivable Y-T-D</b>	\$ 5,653		