

**EAST LAKE WOODLANDS COMMUNITY ASSOCIATION, INC.**  
**BOARD MEETING MINUTES**  
**January 21, 2025**

President Jack Picker called a meeting of the Board of Directors of ELWCA to order at 10:02 AM, with Manager, Monica D'Ambrosio, serving as recording secretary at Management & Associates, 720 Brooker Creek Blvd., Suite 206, Oldsmar, FL. The roll call included a quorum of:

Kate Rogers, VP  
Janie Baker, Secretary  
John Crist, Treasurer

Ed Marks, Director  
Jeffrey Sherman, Director  
Santo Carollo, Director

**Additional Attendees:**

**Committee Members:**

Jeff Fosbrook  
Keith Crank  
Bill Backus

**Homeowners:**

Carter Krone, Stonebriar  
Sharon Stepniewski, Turtle Creek 3 & 4  
Sarah Laughlin, Warwick Hills

**MEETING MINUTES:**

**ON MOTION:** Mr. Marks, Mr. Crist seconded, unanimously approved.  
**RESOLVE:** To waive the reading of November 19, 2024, BOD meeting minutes and approve.

Resignation of Board Member: Steve White resigned from the board in December 2024. The board accepted his resignation, with regrets, and ratified its election of Jack Picker as president.

Appointment of Interim President:

**ON MOTION:** Mr. Marks, Ms. Baker second, unanimously approved.  
**RESOLVE:** To appoint Mr. Picker as interim HOA President.

Discussion of Vacant Board Seat and Appointment Options: the board agreed to wait until the March annual meeting to elect a new board member for the one-year term seat.

**Homeowner's Address to the Board:**

Sarah Laughlin, Warwick Hills – Request the board reconsider the removal of the gate guards. She and others in her community feel that the presence of live guards presents a deterrent effect to strangers to the community, and at least a sense of greater security.

Carter Krone, Stonebriar – Request the board reconsider the requested stop sign/cross walk at the Stonebriar entrance to address Stonebriar's safety concerns.

Sharon Stepniewski, Turtle Creek – Resident is HOA president of Turtle Creek 3&4, and had concerns regarding the controlled access roving staff and procedures in the event of event or emergency.

**President's Review:** Mr. Picker providing the following:

Board members should ensure that email correspondence between board members is confidential and should not be shared with non-board members until discussed at a board meeting.

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**Treasurer's Report:** Mr. Crist provided the following updates:

ELWCA looks to be on budget by year end. December's financial report is not available yet. Bashor and Legendre will be completing the 2024 yearend financial and audit.

Mr. Crist has requested all management fee invoices from the Manager for 2024 as we are currently running considerably over budget in that category and the amount spent to date does not commensurate with the current contract amount in addendum #1.

**Manager's Report:** The manager's report has been included in the board meeting book in advance of the meeting.

**NEW BUSINESS:**

**Tampa Rd. Kiosk and Gooseneck Damage:** Allstate has confirmed that their insured was at fault and is currently reviewing the replacement estimate submitted by Envera. It was recommended that the kiosk and gooseneck be relocated to a position immediately after the guardhouse door and before the gate arm. The Board has approved this new location.

**SunTrust Kiosk Install Proposal:** It was suggested that a kiosk be installed at SunTrust more consistent with the setup of the other three main gates. However, the Board determined that additional information and research were needed before proceeding with further discussion or a vote on the proposed change

**OLD BUSINESS:**

**ANNUAL MEETING:** Mr. Picker stated there will be no board meeting in March. The annual meeting is scheduled for Tuesday, March 18<sup>th</sup> at 7PM at Ardea Country Club. Format will include a presentation with homeowner questions at the end.

**MONUMENT SIGNS:** The contractor is requesting directions on the lighting for the monument signs for cost estimate purposes. The contractor has provided three options: uplighting, downlighting, and backlighting. The Board agreed on uplighting.

**COMMITTEE REPORTS:**

**TRAFFIC CONTROL DEVICE:** Mr. Carollo provided the following update:

The committee agrees with the findings of the traffic study completed by Florida Engineering & Consulting and recommends moving forward with the recommendations made in the report. The full board took each recommendation separately, and voted as follows:

East Lake Woodlands Pkwy. at Christy Lane

**ON MOTION:** Mr. Carollo, Mr. Crist second, unanimously approved.

**RESOLVE:** To remove stop signs on East Lake Woodlands Pkwy. at Christy Lane and replace with it pedestrian crossing signs.

East Lake Woodlands Pkwy. at Turtle Creek Trail

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**ON MOTION:** Mr. Carollo, Mr. Sherman second, six to approve, one not to approve.  
**RESOLVE:** To remove stop signs on East Lake Woodlands Pkwy. at Turtle Creek Circle and replace it with pedestrian crossing signs.

East Lake Woodlands Pkwy. at Whispering Wind Lane (both N & S)

**ON MOTION:** Mr. Carollo, Mr. Sherman second, five to approve, two not to approve.  
**RESOLVE:** To remove stop signs on East Lake Woodlands Pkwy. at Whisper Wind Lane (N) and install speed wave north of that intersection, at the bend.

**ON MOTION:** Mr. Carollo, Mr. Marks second, five to approve, two not to approve.  
**RESOLVE:** To remove stop signs on East Lake Woodlands Pkwy. at Whisper Wind Lane (S) and install speed wave south of that intersection, at the wooded lot.

**ON MOTION:** Mr. Carollo, Mr. Sherman second, three to approve, four not to approve.  
**RESOLVE:** To remove 20mph speed limit signs on East Lake Woodlands Pkwy. within the Greenhaven III community and replace them with 30mph speed limit signs for consistent speed on ELWCA roadways.

East Lake Woodlands Pkwy at Sunflower Drive

**ON MOTION:** Mr. Carollo, Mr. Sherman second, five to approve, two not to approve.  
**RESOLVE:** To remove stop signs on East Lake Woodlands Pkwy. and replace them with pedestrian crossing signs.

East Lake Woodlands Pkwy at Woodlands Pkwy.

**ON MOTION:** Mr. Carollo, Mr. Sherman second, two to approve, five not to approve.  
**RESOLVE:** To remove stop signs on East Lake Woodlands Pkwy at Woodlands Pkwy.

East Lake Woodlands Pkwy at South Woodlands Drive.

**ON MOTION:** Mr. Carollo, Mr. Sherman second, four to approve, three not to approve.  
**RESOLVE:** To remove stop signs on East Lake Woodlands Pkwy. and replace them with pedestrian crossing signs.

Sunflower Dr. at South Woodlands Drive

**ON MOTION:** Mr. Carollo, Mr. Crist second, unanimously approved.  
**RESOLVE:** To remove stop signs on Sunflower Drive.

Sunflower Dr. at Ashley Lane

**ON MOTION:** Mr. Carollo, Mr. Sherman second, unanimously approved.  
**RESOLVE:** To remove stop signs on Sunflower Drive, contingent on addressing the sight lines with the sub-association responsible for the landscape on the corner.

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Woodlands Pkwy. at Holly Hill Road

**ON MOTION:** Mr. Carollo, Mr. Sherman second, four to approve, three not to approve.  
**RESOLVE:** To remove stop signs on Woodlands Pkwy at Holly Hill Road.

**LEGAL:** Mr. Marks provided the following information:

Quitclaim for Parcels: Mr. Gilbert and his staff are working on the paperwork.

**LANDSCAPE:** Mr. Picker provided the following information:

Storm Damage and Cleanup: The County has picked up the storm debris along the roadways. The County is working directly with Duke Energy to remove the large storm debris piles on Duke Energy property.

Woodlands Dr. & Nina Way: Work has been completed.

Hazard Trees: Two trees on Woodlands Blvd. closer to Deerpath will be scheduled to be removed.

Tampa Rd./Sunflower Perimeter Wall Plant Material Removal: Removal of plant and brush material is scheduled to be removed at the end of month.

Mr. Picker emphasized that before any stop sign is removed or replaced, Pinellas County must approve the Board's recommendations. Additionally, the committee is responsible for obtaining bids for the work, and the Board must approve the associated costs before the work can be scheduled.

**ROADS AND SIDEWALKS:** Ms. D'Ambrosio provided the following updates:

Sidewalk Slab Replacement: The sidewalk slabs marked for 2024 replacement have been replaced except for one area on ELW Pkwy. by Turtle Creek and South Woodlands Drive by Tads Trail.

Greenhaven III Project: Three trees have been removed and ground. The sidewalk has been removed and formed for new concrete slabs.

Pressure Washing: The pressure washing contract was awarded in early 2024, with phase one originally scheduled to begin in the third or fourth quarter. However, phase one was postponed due to weather conditions and ongoing sidewalk repairs and replacements. Ms. D'Ambrosio has requested that all three phases be scheduled for completion in 2025.

**ON MOTION:** Mr. Marks, Ms. Baker second, unanimously approved.  
**RESOLVE:** To move forward with all three phases of the contract to pressure wash all ELWCA sidewalks in 2025.

**DRAINAGE:** Mr. Fosbrook provided the following information:

Swale Rehabilitation on ELW Pkwy between Hunters Dr. and Hunters Pl.: Engineering has provided survey and construction documents.

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Weir Maintenance: The seven main weirs for the community need cleaning. The cost of the cleaning should not exceed \$2,500. Mr. Fosbrook is recommending scheduling the cleaning with Lake Brothers. In addition, he suggested that the weirs should be put on a quarterly schedule and be scheduled to be cleaned before and after a named storm. The Board agreed.

Storm Line Cleaning/Repair after Milton: Mr. Fosbrook recommends having the storm drains on Sunflower cleaned. The cleaning of the drains is in the budget for 2025. The board agreed to move forward with the cleaning of the Sunflower storm drains.

Storm Pipe Repair at Cypress 1: In 2017 ELWCA made a joint repair to the pipe that collects water from Woodlands Pkwy., the shopping center, Woodlake Run, and Cypress Estates. Another area of the pipe has corroded and is creating a large hole. This pipe moves water from one of the largest areas within the community. AMI has provided a quote of \$17,125.00. Mr. Fosbrook recommends ELWCA to make the repair to the pipe and negotiate the price with the contractor.

**ON MOTION:** Mr. Crist, Mr. Marks second, unanimously approved.  
**RESOLVE:** To move forward with the repair of the drainpipe and not to exceed \$17,000.

CONTROLLED ACCESS: Mr. Picker provided the following updates:

Communication Tower: The committee requested a not to exceed number of \$4K to replace the cable and radios. The Board would like to hold off on the request and investigate other products before making a decision.

RFID DISTRIBUTION: Ms. Rogers provided the following information:

RFID Portal: The committee will be meeting with Envera this month for the next steps.

SIGNAGE COMMITTEE: Ms. Rogers provided the following information:


All the golf cart signs have been installed. The committee is waiting for the new prints for the entrance and exit signs.

COMMUNICATIONS: Ms. Baker reminded the Board of the next deadline for the Heron, March 17<sup>th</sup>.

**Next Board Meeting** – 10:00AM, February 18, 2025, at M&A, 720 Brooker Creek Blvd., Suite 206, Oldsmar, FL.

**Adjourned** at 12:35 PM

Submitted By:

  
Monica D'Ambrosio, Recording Secretary

Approved By:

  
Jack Picker, President