

EAST LAKE WOODLANDS COMMUNITY ASSOCIATION, INC.
BOARD MEETING MINUTES
August 15, 2023

President Paul Burmeister called a meeting of the Board of Directors of ELWCA to order at 8:02 AM, with Manager, Monica D'Ambrosio, serving as recording secretary at Management & Associates via Teams. The roll call included a quorum of:

Mary McCoy, Vice President
David Feller, Treasurer
Janie Baker, Secretary

Jack Picker, Director
Jeff Fosbrook, Director
Stephen White, Director
Ed Marks, Director

Absent: Cliff Lucido, Director

MEETING MINUTES:

ON MOTION: Mr. Marks, Mr. Feller seconded, unanimously approved.

RESOLVE: To waive the reading of the July 18th BOD meeting minutes and approve.

Homeowners' Questions and Comments:

There were no homeowners' questions or comments submitted this month.

President's Report: Mr. Burmeister stated most items to be discussed will be captured throughout the meeting with the individual committee reports.

Parcel Research: Mr. Silberman, the Association's attorney, attended the board meeting to provide an update on the five parcels that are still titled to the developer that should have been transferred to ELWCA years ago. Title searches have been completed on the parcels. Of the five, one parcel does belong to ELWCA, and a copy of the title search will need to be given to the property appraiser to update their records. The remaining four parcels are titled to entities that are no longer in business and have been dissolved.

Mr. Silberman stated an option available to resolve the title for these parcels would be to retain a real estate litigation attorney to research the current situation and recommend the appropriate cause of action best suited to the situation. Mr. Silberman recommends meeting with a real estate attorney to get a better understanding of the situation and possible ramifications.

Mr. Burmeister asked if the matter could be considered a procedural matter as opposed to a litigation matter. Mr. Silberman responded it would be a litigation matter, as the Association would have to sue the named owner for title.

Mr. White is concerned with the two lake parcels as it could become a financial issue in the future if these parcels are not addressed. The parcel along the roadway is important for aesthetic reasons. In addition, another parcel was found that is titled to ELWCA incorrectly.

EAST LAKE WOODLANDS COMMUNITY ASSOCIATION, INC.
BOARD MEETING MINUTES
August 15, 2023

ON MOTION: Mr. Marks, Mr. White seconded, unanimously approved.
RESOLVE: To Authorize the retention of litigation counsel and authorize Paul Burmeister, Ed Marks and Steve White to confer with counsel on the best method of resolution and report back to the Board.

Treasurer's Report: Mr. Feller distributed the treasurer's report to the Board before the meeting. The Board had no comments or questions.

Mr. Feller distributed the draft 2024 budget to the Board and has asked the members to review prior to the budget workshop meeting, scheduled for next month.

Mr. Burmeister shared his 2023/2024 budget and project summary spreadsheet with the Board.

Manager's Report: The manager's report has been included in the board meeting book in advance of the meeting. There were no comments/questions. The manager's report will be posted to the website.

NEW BUSINESS:

Holiday Decorations: Received proposal from Decorating Elves for the 2023 holiday season in the amount of \$8,890.00. Mr. Feller stated the holiday decorations should be looked at and made to stay within budget. The Board agreed to bid out the holiday decorations next year, 2024.

ON MOTION: Mr. White, Mr. Marks seconded, 1 opposed, 7 approved.
RESOLVE: To proceed with the proposal provided by Decorating Elves for the 2023 holiday decorations in the amount of \$8,890.

Document Review: Ms. McCoy stated minor changes have been made to both the code of ethics and conflict of interest documents. Both documents had been distributed to the Board prior to the meeting for their review. Mr. Marks would like to collaborate with Ms. McCoy on the next update of the conflict of interest document as he has some additional changes he would like to see incorporated into the document.

ON MOTION: Ms. McCoy, Ms. Baker seconded, 1 abstained, 7 approved.
RESOLVE: To accept and approve the updated code of ethics and conflict of interest documents as presented.

COMMITTEE REPORTS:

LEGAL: Mr. Marks had no updates to provide.

COMMUNICATIONS/GOVERNMENT: Ms. Baker provided the following updates:

EAST LAKE WOODLANDS COMMUNITY ASSOCIATION, INC.
BOARD MEETING MINUTES
August 15, 2023

Heron: The Heron has been delivered. The deadline for the next Heron will be September 18th.

CNCN: CNCN met to discuss the upcoming fall forums.

Pinellas County Brooker Creek Watershed Presentation: Mr. Fosbrook attended the presentation and unfortunately it did not cover East Lake Woodlands. East Lake Woodlands is part of the Oldsmar study. Mr. Fosbrook has arranged to have Pinellas County come to East Lake Woodlands in October to discuss the watershed with the community.

Reader Board at SunTrust: Ms. D'Ambrosio is working with the contractor to make the necessary repairs.

STRATEGIC PLANNING: Ms. McCoy provided the following updates:

East Lake Road Marquee: Spoke with the contractor and we are still on target for a September start date.

Tampa Road Perimeter Wall: item is on hold until next year. We are waiting on the Club to approve their portion of the expense.

Crime Analysis: Monitoring the crime statistics on a regular basis to ensure that access control is responding to the needs of the community.

Controlled Access: We continue to discuss and review ways to contain costs.

CONTROLLED ACCESS: Ms. D'Ambrosio provided the following updates:

PCSO Patrols: Additional patrols yielded forty-five (45) citations and warnings for the prior month. Stop sign violations and speeding continue to be the most frequent violations given.

Marksman Updates: The site is fully staffed.

Communications Tower: Arrangements are being made to return the 25G Rohn tower and exchange it for the 55G Rohn tower.

CONTROLLED ACCESS AD HOC COMMITTEE: Mr. Burmeister provided the following updates:

The committee has spoken with four vendors. We are waiting for one more proposal before making recommendations.

EAST LAKE WOODLANDS COMMUNITY ASSOCIATION, INC.
BOARD MEETING MINUTES
August 15, 2023

LANDSCAPE: Mr. Picker provided the following updates:

ON MOTION: Mr. Picker, Ms. McCoy seconded, unanimously approved.
RESOLVE: To ratify the Nature Coast invoice for the removal of two fallen trees due to a storm in the amount of \$1,200.

ON MOTION: Mr. Picker, Mr. White seconded, unanimously approved.
RESOLVE: To ratify the Liberty Land Management proposal, option 2 to create a swale on both sides of the entrance at the Sunflower gate off of Tampa Rd. The swale will be 15' long and approximately 4' wide. This proposal also includes grading and installation of Mirafi matting and Rip Rap in the swale in the amount of \$1,650.00.

DRAINAGE: Mr. Fosbrook provided the following updates:

SOUTH WOODLANDS DRIVE BOX CULVERT: a change order was necessary to complete the work. The change order included the following work:

- Dam each end of culvert, pump out water, vacuum silt and debris from box culvert.
- Remove roots and any visible debris from each joint.
- Install new Ram-Nek joint sealant on all interior and exterior joints.
- Grout each interior seam between box culvert sections.
- Clean up work site and dispose of any debris resulting from the work performed.

ON MOTION: Mr. Fosbrook, Mr. White seconded, unanimously approved.
RESOLVE: To ratify the AMI change order for the box culvert on South Woodlands Drive in the amount of \$8,500.

DRAINAGE INSPECTION WORK:

ON MOTION: Mr. Fosbrook, Mr. White seconded, unanimously approved.
RESOLVE: To ratify the AMI invoice for the drainage work approved at the June meeting in the amount of \$9,953.

ROADS AND SIDEWALKS: Mr. White provided the following updates:

ON MOTION: Mr. White, Mr. Fosbrook seconded, unanimously approved.
RESOLVE: To ratify the AMI invoice for the asphalt repairs done along East Lake Woodlands Pkwy. in the amount of \$3,000

Sidewalk Repairs: Repairs are scheduled to begin October 13th.

EAST LAKE WOODLANDS COMMUNITY ASSOCIATION, INC.
BOARD MEETING MINUTES
August 15, 2023

Pavement Markings and Signage: Mr. White will be meeting with the contractor next week to discuss the scope of the work. The scope of work will bring ELWCA into compliance with the Pinellas County.

RESERVE AD HOC COMMITTEE: Mr. Fosbrook provided the following updates:

The committee continues to work on the reserve study. There is one bridge that is of concern due to the concrete degrading. Mr. Bergin, Association's civil engineer, discussing the concern with a structural engineer with FDOT experience in maritime applications specifically concrete. Mr. Bergin is scheduled to talk with her today and will provide the committee with an update.

Miscellaneous: It was suggested and discussed to have either an individual or committee be responsible for collecting and tracking important information that pertains to ELWCA's history, projects and other areas that would be beneficial for future board of directors and managers.

Next Board Meeting – 6:30 PM, September 19, 2023, at the Country Club.

Meeting Adjourned at 10:03AM.

Submitted By:



Monica D'Ambrosio, Recording Secretary

Approved By:



Paul Burmeister, President