

**COMMUNITY MANAGEMENT
SPECIALISTS**

71 S CENTRAL AVE., OVIEDO FL 32765 . office 407.359.7202 / fax 407.971.1490

Bentley Woods Community Association, Inc.

Board meeting minutes

March 14, 2019

Location: Community Management Specialists, Inc. Conference Room

71 S. Central Avenue Oviedo, FL 32765

The meeting was called to order by President Steve Bartman at 6:30PM.

Verification of Notice: The Board confirmed proper notice of meeting was completed.

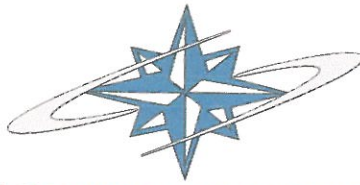
Quorum was verified as Harry Buhl, Chris Lipsey, Jack McKay, Robert Story, Steve Bartman and Bill Hovantz were all present. (6/7) – Lis arrived at 7:00pm.

Management in Attendance – Kevin Davis, Community Management Specialists, Inc.

The February minutes were reviewed. Harry made a motion to approve with one spelling edit, seconded by Bill and carried unanimously. Harry made a motion to table minutes from December 6 and December 21, seconded by Robert and carried unanimously.

Kevin provided the financial report. As of 1/31/19, the Association had \$99,893.39 in cash of which \$55,625.50 was comprised of reserve funds. The month of January yielded \$4818.75 in income, \$4033.14 in expenses for a net of \$785.61. As of 1/31/19, there was \$25,330.57 in accounts receivable; 89 homes whom have not paid the 2019 Annual Assessment. Past due notices were sent out. The Board reviewed the collection report. 574 Yorkshire and 656 Artesia currently owe greater than one year's assessments. The Board advised CMS the owners of 656 Artesia is rumored to be giving home back to the bank. It is unclear whether this property is occupied. The Board requested CMS find out if 574 Yorkshire has any mortgage foreclosure or bankruptcy filings prior to making a collection decision. The Board would also like to secure legal representation prior to turning over to counsel for lien/collections.

Jack McKay made a motion to move \$4000.00 from Fencing Reserves to General Reserves for proper booking purposes, seconded by Chris and carried unanimously.



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It was reported the Entrance lights are staying ON all the time. It was requested Chris and Kevin set up walkthrough and review all the lights. It is recommended the North light at Pine be switched to LED. The Board also discussed moving the lights, so they shine on the sign itself, rather than the landscape material. Chris and Kevin will review during their walkthrough.

MRTA Filing – Steve made a motion to hire Frank Ruggeri, PA to perform the required Title Search and Filing, seconded by Harry and carried unanimously.

The Board requested CMS file an amended Annual Report to reflect the Board changes from the Annual meeting, so moved by Jack, seconded by Steve and carried unanimously.

The Board reviewed power washing quotes for the common area sidewalks, monuments, brick wall, and park benches. Jack made a motion to approve Firehouse Pressure Cleaning at \$1714.50 after verification of area from RFP, seconded by Harry and carried unanimously. The Board would like this scheduled ASAP.

It was reported the City has not replaced all the grates as reported in January. The City said they are ordered. It was requested Chris and Kevin review the condition of Tract A and provide recommendation at next meeting.

Legal – Steve made a motion to approve the hiring of Frank Ruggeri, PA to represent Bentley Woods Community Association, Inc, seconded by Jack and carried unanimously. It should be noted the Board vetted eight (8) law firms.

Insurance – Jack made a motion to approve the Association insurance policy renewal, seconded by Bill and carried unanimously.

Harry made a motion to approve the hiring of CPA Solutions to perform Association Tax Return and preparation of financial statements, seconded by Robert and carried unanimously. It should be noted Towers never filed 2017, therefore Board will work with vendor to get filed as well.

The Board discussed an invasive tree/vegetation adjacent 656 Artesia. Chris and Kevin will review during walkthrough; however, it is believed this tree is on 656 Artesia property.

Website – Robert Story met with Susan C. of CMS who handles websites on behalf of CMS. Robert advised the Board the HOA owns the URL and he simply wants to ensure the data cannot be compromised. There was a list of security questions provided to Susan which will be answered. Harry made a motion to remove website duties from CMS and pay out and fees associated with cancellation, seconded by Jack, motion Failed 2 FOR, 5 Against.

Robert made a motion to move forward with CMS on website pending satisfactory answers to security questions, seconded by Lis and carried unanimously.



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ACC Appointments – Harry made a motion to appoint David Biddle to the ACC Committee, seconded by Jack and carried unanimously. Bill made a motion to appoint Lynda Payne, seconded by Steve and carried unanimously. Jack made a motion to approve Cher Tauscher, seconded by Bill and carried 6-1.

After a brief discussion, Cher resigned from the ACC. Harry made motion to appoint Steve Bartman to the ACC committee, seconded by Jack and carried unanimously.

The Board requested CMS contact the City of Oviedo regarding street tree trimming around light poles.

The Board requested CMS contact the City of Oviedo regarding speeding along Artesia and Bentley. Kevin will contact Chief Coleman.

With no other business to discuss, Steve made a motion to adjourn the meeting at 8:45PM, seconded by Bill and carried unanimously.

Respectfully Submitted,

Kevin M. Davis, LCAM