

North Fork Property Owners Association, Inc.

Board of Directors Meeting

Monday, January 28, 2019
Old Town Hall – 1000 Town Hall Rd
Jupiter, FL

MINUTES

CALL TO ORDER:

Steve Makris called the meeting to order at 6:33 p.m.

ROLL CALL:

Quorum was established with the following Board members being present: Steve Makris, President, Milton Jacobs, Vice-President, Dan Perez, Treasurer, Randy Scheid, Secretary, Marilyn Mull, Director, and Bob Koch, Director. Robert Burr was present via phone call.

Also, in attendance was Steve Desvernine, LCAM Representing Capital Realty Advisors, Inc.

MINUTES:

The Board reviewed the December 20, 2018 Annual meeting minutes and the Organizational meeting minutes. Dan Perez noted that Bob Koch was not present at the first meeting. However, all board members were present for the Organizational meeting, which followed the December meeting. Following review Dan advised of changes to be made, management noted. Dan made the first motion to approve both sets of minutes, Milton Jacobs seconded the motion, all in favor. Once the changes are made Management was requested to send the revised version to the Board for review.

PRESIDENT'S REPORT (Steve Makris):

Steve commented about the eBlast that was sent out on 1/25 and briefly reviewed the results of the voting on the three proposed amendments that were voted on by the membership at the December Annual election. All homeowners were encouraged to volunteer for one or more of the Homeowner Committees for the community. He highlighted the fact that there was a need for volunteers, particularly for the ARB Committee and the Infrastructure Committee, which will be undertaking the next major project for the community in 2020/2021 to replace all of the street lamps as they are original to the community and showing various signs of age-related wear-and-tear and also possibly adding some lighting along the sidewalk on North Fork Drive, should additional funds be available in the Budget.

Steve mentioned that the 5-year Comcast contract is set to expire at the end of 2019, so we want to solicit homeowner input on new contract options (i.e., a possible change in terms, looking at different providers, etc.). Steve commented about landscaping being a very large expense line in the 2019 Budget and suggested that the Board may want to consider looking to competitively bid out the contract this year. He mentioned that we may want to ask the residents if they would be interested in taking any of the extra bricks behind the east wall to use on their property before we pay \$125 to Triple M to dispose of them. It was agreed that we would send out an eBlast to the community to offer up the bricks for free on a first-come first-served basis.

TREASURER'S REPORT (Dan Perez):

Dan reported that the POA had a good year in 2018, ending with a net surplus of \$21,078 in the 2018 operating Budget, in part due to a number of cost savings initiatives instituted by the board in 2018. Dan explained that the Total Administration Expenses were under budget by \$5,441 and the Total

Maintenance Expenses were under budget by \$12,450. The Operating account has a balance at year-end of \$98K. Dan commented that he thought it would be prudent for the POA to maintain a balance of about three times its average monthly expenses in the Operating account. Dan commented reservation about that the surplus in the operating account has grown a bit high over the past few years and cautioned that it could trigger a tax penalty. Dan will investigate this further with CRA Accounting and, if necessary, make a recommendation to the Board on any action that would need to be taken to avoid any tax penalties. As of 12/31/18, the balance in the General Reserves account is \$137.5K, exactly where it was forecasted to end the year. Dan stated that he would like to look into the CDAR program with CRA to see if it could be beneficial for North Fork, as has been the case in the past, as it might offer a higher interest rate than the POA is currently earning on the money market account where the funds are sitting.

MANAGERS REPORT:

Steve Desvernine reviewed the management report dated January 28, 2019 which covered activities since the last Board Meeting. Note: A detailed written report was provided to the Board members prior to the meeting for review and will be attached to the minutes for review.

COMMITTEE REPORTS:

ARB: Due to the planned resignation of the ARB Chair, (*Joe Stoeckle*) on 12/20/18, Steve M. provided a quick recap advising that there were 6 requests that were reviewed and approved by the ARB (Rick Martinko, Milton Jacobs, and Dan Perez, who is serving as an interim Board-member ARB member) as of 12/20. There is only one outstanding request (fence in rear yard at 140 Corinthian).

UNFINISHED BUSINESS:

A:) Amenities playset and new fence

A detailed explanation was given by both Steve M. and management on the open issue regarding the safety mats that were installed by Playworx in late 2018. Steve M., Dan Perez, and the property manager measured the layout of the mats and concluded that Playworx's project designer made a mistake and did not allow for a full 6-foot radius at all potential fall/exit points and, therefore, underestimated the amount of mat material required (*i.e., by approximately the 9 mats*) to meet recommended playground safety standards. Playworx subsequently concurred with this assessment and explained that since the mats couldn't be cut, some areas have greater than 6 feet and other areas have less than 6 feet of coverage. CRA will continue to work with Playworx to resolve this open issue so we can pay the final invoice and close out this project.

The permit status on the playground fence was discussed. After several attempts contacting both Palm Beach County and the Town of Jupiter to get the original site plans and permit, Bob Koch was able to provide a copy of an old survey for the playground area. CRA contacted Alpha-Fence to submit the plans to the Town of Jupiter to start the permit process.

B:) Amendment Voting Status

Steve M. recapped the amendment votes from the December 2018 Annual Meeting and election. Amendments #1 (Leasing) & #2 (ARB) received 79 and 77 "yes" votes respectively, 20-22 votes short of the requisite 99 "yes" votes needed to pass (*to achieve the 75% affirmative vote, as required by the POA's Declaration of Covenants*). Steve M. gave a brief recap on his discussion with POA counsel regarding the options available to the Board to try to move forward on implementing these amendments. POA counsel advised that since the Board did not specifically make a motion to carry-over the votes to some later voting date coming out of the 12/20 meeting, these votes have now expired (as of 12/20). As a result, we would need to start over again on the membership voting approval process. To best focus its efforts, the Board agreed to prioritize working on getting the ARB amendment approved first by membership, as it was felt that this amendment would provide the greatest benefit to

the overall community. Robert Burr offered take the lead and review the wording of the proposed ARB amendment and make any recommendations for any wording changes to the Board. Randy Scheid made a motion that the Board would work on getting the ARB amendment finalized and approved first as a priority initiative. Marilyn Mull seconded to motion, all in favor. The motion passed.

NEW BUSINESS

A:) ARB Nominations and Voting

Steve M. asked if anyone from the audience was interested in joining the ARB Committee. Isabella Wagner (Popp) and Sylvia Catanzarite both expressed an interest in becoming members. Robert Burr asked both candidates a question to clarify what they viewed as the role of the ARB. The Board held a vote and unanimously voted to accept both Isabella and Sylvia to the ARB. Steve M. motioned to approve both Sylvia and Isabella to the ARB and Robert second the motion and all approved. Dan Perez mentioned that both Richard Wandoff and Dan Guisinger, who were not present in the meeting, also volunteered for the ARB and Steve concurred that they had both expressed an interest to him as well. Dan P. recommended that the Board move forward with a vote on both Richard and Dan P. and Steve M. concurred that a vote was indeed appropriate. The Board voted and both Richard and Dan G. were not elected to the ARB. In both cases, the vote was 3 against and 2 in favor (Steve M. did not cast a vote, as it was not necessary). Robert Burr stipulated, along with his vote, that if both Richard and Dan G. would be willing to renew their interest and appear before the Board to answer a few questions (similar to what the other candidates had done), that he would be willing to vote again on their membership request.

(Post meeting note: Immediately following this 1/28 meeting, it came to light that Isabella Wagner is not listed on the deed of the home that she and her husband own. As per the POA's governing documents, to be a member of the Association one must be an owner of record and one must be a member of the Association to join the ARB. Accordingly, Isabella's vote of membership to the ARB was subsequently revoked and Isabella was notified of such.)

ADJOURNMENT:

Steve made a motion to adjourn the meeting at 8:35 pm. Robert second the motion and all approved.

Respectfully Submitted by Steve Desvernine, LCAM
On Behalf of the Board of Directors....

BOARD OF DIRECTORS: _____ DATE: _____
President (or) Secretary