

North Fork Property Owners Association, Inc.

Board of Directors Meeting

Monday, February 25, 2019
Old Town Hall – 1000 Town Hall Rd
Jupiter, FL

MINUTES

CALL TO ORDER:

Steve Makris called the meeting to order at 6:32 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, Robert Burr, Director and Bob Koch, Director.

Steve M. commented that it was great to see that all Board members were able to make it in person for the meeting.

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

MINUTES:

The Board reviewed the January 28, 2019 meeting minutes. Marilyn Mull asked if management had reviewed the voting slips from the December 2018 Annual Meeting to see if anyone offered to volunteer for any of the committees. Management stated they had not yet looked at the voting slips but would do so shortly and advise the Board.

PRESIDENT'S REPORT (Steve Makris):

Steve commented that the excess pile of bricks behind the east wall has been removed by one or more homeowners in response to the eBlast that was sent out. The POA will now not need to spend the money to dispose of the bricks and the potential safety concern has been eliminated. He noted the irrigation pump housing re-build has been completed by BrightView and now looks to be sound and secure. Steve, Dan, and management meet with Shawn from Palm Coast Trees to get a quote to trim all the Crape Myrtle's trees. Steve mentioned that we received a quote from HoneyDew to touch-up the front entrance walls due to the residual adhesive from the Christmas lights. However, after walking and inspecting all three entrance walls, HoneyDew was asked to provide a second quote to re-paint all the walls as they are showing varying signs of discoloration and paint blistering (*they were last painted about 5-6 years ago*). Steve asked the Board members to try to take a look at the walls when they get a chance to see if everyone feels they should be painted this year or if we want to hold off for another year. Management will also obtain 2 additional paint quotes before the Board makes any decisions. There was some discussion about the need to update the North Fork website. Joe Penkala, the former Board President, volunteered to maintain and update the website as needed in 2017/2018. After much discussion, it was agreed that once the website is brought up to date, CRA will then handle the updates (i.e., posting new documents) from that point forward.

TREASURER'S REPORT (Dan Perez):

Dan reported that the POA is in very good shape financially and that there was \$131,890 in Current Assets and 142,790 in General Reserves. Dan stated that he is still exploring 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. Dan will update the Board once he has more information.

MANAGERS REPORT:

Property manager reviewed the management report dated February 2019 which covered activities since the last Board Meeting. The board was concerned because several violations had been closed without the manager verifying that the violations had been corrected by the homeowners. The Board also mentioned that the hedges at 122 and 124 North Fork Drive West were still in violation as the height exceeds the allowable height within the Right-of-Way zone and both homeowners need to move their hedges back from the street in order to have a better line of site moving out of their driveways. Manager agreed to review the two violations that had been closed and reopen the violation if they are warranted.

COMMITTEE REPORTS:

ARB (Sylvia Catanzarite): Sylvia reported that the ARB application process needs to be improved upon as some homeowners are confused and/or not complying with it consistently. The Property manager needs to interact and give the guidelines to the residents applying for their applications. The approval process needs to be revamped, updated and given strict guidelines on policies and procedures. Sylvia mentioned that Joe Penkala offered to add some of the missing information to the ARB application form and also help with revising the guidelines to incorporate some needed updates. Sylvia will schedule a meeting with the ARB team to better define and document the approval process so it is clearer to homeowners. Then an eBlast would be sent out to all homeowners advising them of the process to hopefully increase awareness and compliance.

Dan Perez offered to send a copy of the process he has in his files to Sylvia. Marilyn Mull volunteered to work with the ARB team to help clarify/document the process.

UNFINISHED BUSINESS:

A:) Amenities playset and new fence

The Alpha Fence technician was not able to complete the fence by Friday, 2/22, as promised, because additional parts were needed. However, he did contact the manager to let him know he would be out 1st thing Monday morning to complete the job. Bob K. agreed to take a look at the fence to make sure it has been completed according to the specification as per the approved quote.

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 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. Steve M. mentioned that he would take the lead to send Playworx a letter explaining North Fork's concern with the mat layout and will ask Playworx to split the cost of the additional (9) mats with the POA to ensure the 6-foot radius is achieved.

NEW BUSINESS

A:) NPBCID Lake Aeration Program - Recap

Steve M. mentioned that he, Dan Perez, Milton Jacobs and Marilyn Mull all met with Jon Iles (*with NPBCID*) and David Blackburn (*with Future Horizon*) to review the details of the County's Lake Aeration Program. The original understanding was that North Palm Beach County Improvement District had the

money budgeted and that Association would not have to pay for design, installation, maintenance and electricity. However, after further investigation this was not the case at all and we were informed that 100% of the costs incurred, which were estimated to be very substantial, would have to be borne by all North Fork residents via an incremental assessment on every homeowner's County taxes. It was, therefore, generally concluded by all four board members present in the meeting with NBBCID that the program was not economically viable for North Fork.

B:) New POA Accountant

Steve M. mentioned that the POA is in need of a accountant to perform North Fork's 2019 review and complete its tax return as Fred Dulas, the POA's current accountant, is retiring. Dan Perez made a recommendation that Rene & Associates be considered as North Fork's new accountant, as he worked with the POA for a number of years in the past. The Rene & Associates proposal came in at \$3,250. CRA provided a recommendation and quote from a CPA firm named Friedman, Feldmesser & Karpeles. Their proposal came in at 2,300. Steve D. commented that Ken Friedman was highly recommended by Lisa Moore, Capital Realty Advisors Chief Financial Officer, as she works closely with him with the majority of accounts represented by CRA. After much discussion amongst the Board, Robert Burr made a motion to approve Friedman, Feldmesser & Karpeles to be North Fork's new accountant and perform its 2019 review and tax return. Bob Koch 2nd the motion all in favor, the motion was approved.

ADJOURNMENT:

Steve made a motion to adjourn the meeting at 8:38 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