

# **North Fork Property Owners Association, Inc.**

## **Board of Directors Meeting**

Monday, April 22, 2019

Old Town Hall – 1000 Town Hall Rd

Jupiter, FL

## **MINUTES**

### **CALL TO ORDER:**

Steve Makris called the meeting to order at 6:36 p.m.

### **ROLL CALL:**

Quorum was established with the following Board members being present: Steve Makris, President; Randy Scheid, Secretary; Dan Perez, Treasurer; Marilyn Mull, Director; Robert Burr, Director and Bob Koch, Director. Milton Jacobs, Vice-President, was present via conference call (*and subsequently attended in person while the meeting was in-progress*).

Steve M. commented that it was great to see that all Board members were once again able to be present and participate in the Board meeting. The high level of engagement from the Board over the past several months is very noteworthy.

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

### **MINUTES:**

The Board reviewed the March 25, 2019 meeting minutes. After the Board had a chance to review the minutes, Marilyn Mull motioned to approve the minutes as presented. Bob Koch 2<sup>nd</sup> the motion, all in favor. March minutes were approved.

### **PRESIDENT'S REPORT (Steve Makris):**

Steve commented on the change to the agenda. He mentioned there was a scheduling mix-up in the schedule date with the Communication Consulting Group guest speaker, so he was not able to make it this evening.

Steve commented on the potential safety concern to kids playing behind the east & west entrance walls from potentially climbing onto the electrical service boxes/panels. The kids sometimes use the electrical boxes to climb on to get on top of the wall where they play. This could be a potential safety hazard should one of the boxes open or become dislodged from the wall, exposing live electrical wires or if a child were to accidentally open an electrical box. Management presented a proposal from HoneyDew to install a large 11" by 17" "High Voltage" sign on a 4x4 post in a very visible spot behind each entrance wall to warn residents of the potential dangers posed by the electrical service panels in the area. Steve also proposed that combination locks be installed on those electrical boxes themselves that are capable of being locked-out to further secure them and prevent a child from accidentally opening one of them. The Board was in full agreement with implementing this precautionary safety action plan.

### **TREASURER'S REPORT (Dan Perez):**

Dan reported that there was not a lot of new activity to report on for the month, as everything is looking very good. He said the POA was up \$12,000 dollars because it has not been spending money on attorney fees. Dan commented that the \$150,000 deposit was made into the CD at BankFlorida, which is paying a 2.6% interest rate. Dan mentioned that the tentative plan is to move about \$15,000 out of the

Valley National reserve account on a quarterly basis and deposit it into the BankFlorida CD to maximize the interest earned by the Association.

**MANAGERS REPORT (Steve Desvernine):**

Property manager reviewed the management report dating back to the last meeting. Manager reviewed the Violation report, stating he had reviewed several of the open violation letters and stated the owners had contacted him to say they had or were going to take care of their responsibilities. Manager reported that he closed out 120 and 122 North River Drive W. Manager explained that he was not able to inform the residents of the exact details of the violation. Dan commented that the hedge row is a safety violation due to the 6 foot height and the proximity to the street (*i.e., obstructed view*). Dan suggested that we send another violation letter to the homeowners and if they do not respond again, then the POA may want to exercise its' authority to have the hedges trimmed to comply with North Fork's landscaping guidelines and bill the homeowner for the trimming cost.

Manager updated the Board about the playground fence delay. Manager reviewed the details about two alternatives proposed by Alpha Fence to eliminate the gap under the right side of the entrance gate to the playground area. Management will contact Alpha Fence to setup an appointment to meet with Board members to discuss the resolution.

Manager commented that some of the front bushes/flowers are blocking the East side front entrance up-lighting, thereby reducing the amount of illumination at night (*especially the North Fork sign on the East wall*). Management asked BrightView to trim the bushes, but this a temporary fix as the bushes will just grow back. Management had All Coast Electrical come out to see if they could add 4-6" extension poles to the current light bases in certain areas to raise them above the height of the landscaping. All Coast provided a quote, not exceed \$300, to add the extension poles to several current bases. Bob made a motion to approve the All Coast proposal, Marilyn seconded the motion, all in favor, the motion was approved.

Manager reviewed a proposal from HoneyDew (*for \$125*) to install two 11"x14" "High Voltage" signs, one behind each wall where the service panels are located. The signs would be strategically located to maximize the line of sight to warn everyone about the presence of the electrical service panels. The Board approved the proposal.

The Board commented about an older, somewhat rusty Volkswagen Bus that has been parked in the driveway of 104 Victorian Lane for the past several months, as the feeling is that it is becoming a bit of an eyesore to the neighbors. The Board asked the manager to contact the homeowner and ask them to please cover the vehicle or store it inside the garage, so it is out of sight.

Bob Koch made a recommendation that reflectors be installed on the front entrance gates in order to make it easier to see them at night. The Board agreed with this recommendation and asked the property manager to order and install the reflectors.

The manager advised that a resident reported that a 4-5' rattlesnake was recently spotted on the property on North Fork Drive. After much discussion, the Board agreed that it was not feasible to try to trap venomous snakes since we are living in their domain and they are prevalent in the surrounding areas of North Fork, so a better solution would be for homeowners to promptly alert one another (*i.e., via NextDoor, etc.*) should anyone spot a venomous snake anywhere on the property so everyone can avoid the affected area.

**COMMITTEE REPORTS:**

A) Steve M. provided an update from the earlier ARB Committee meeting, advising that there were (4) open ARB applications. Three of the 4 were approved. (1) was for a roof tile replacement, (2) were for house painting and the other was pending further investigation. Steve also mentioned there is an open fence application pending for 140 Corinthian, which the ARB is actively working on.

B) A.R.B. New Member Nomination – A resident, Ed Petuch, offered to volunteer to join the ARB Committee. Steve M. introduced Ed to the Board and asked Ed to briefly introduce himself to the Board so the Board could get to know him. After Ed gave an overview of his professional background and advised that he had served as a member of an ARB (*and Board of Directors*) in the previous community in which he lived, Steve M. asked if there were any questions from the Board for Ed or if anyone wanted to make a motion. Marilyn made the first motion to approve the nomination of Ed Petuch to the ARB Committee. Rob 2<sup>nd</sup> the motion, all in favor, the motion was approved. Steve welcomed Ed to the ARB Committee and said he would setup some time with Ed for an introductory orientation shortly.

### **NEW BUSINESS**

A) Entrance Wall Painting: Manager offered two updated quotes to paint the front entrance walls. Dan said he collected (3) verbal quotes from different paint contractors but unfortunately the written quotes were not available in time to include them in the Board packet, so it was agreed that this topic would be tabled until the next meeting to give everyone a chance to review all of the quotes.

B) Leasing Amendment to Governing Documents: Rob provided some insight and commentary on suggestions for revising the governing documents around Leases/Rentals to “modernize” the documents and ensure the POA is as protected as possible from undesirable leasing situations. After much discussion, the Board thanked Rob for all the time and effort he has put into this initiative. As a next step, Rob will prepare an updated draft of the proposed Leasing amendment for review at the next Board meeting so we can keep this work effort moving forward toward a tentative membership vote sometime during Fall 2019.

C) Summer Annual Flower Proposal: Manager offered two proposals to plant the spring annuals in North Fork’s entrances. The proposals were from Egret Landing Landscaping and BrightView. Egret’s quote was for \$2,080 and BrightView’s was for \$1,423. After review and discussion, Randy made a motion to approve the BrightView proposal, Marilyn seconded the motion, all in favor. The motion was approved. Manager to contact BrightView to order the flowers. Marilyn also made a note to the manager to have BrightView update our billing address to CRA and not Campbell management.

D) Bulk Cable Contract (expires 1/1/2020): The question was raised as to whether or not the Board feels it would be beneficial to engage a third party to negotiate with Comcast this time around or deal with Comcast directly. Rob questioned how Communications Consulting Group (CCG) gets paid, which contractually is 25% of the claimed savings. It was unclear to the current Board exactly how the claimed savings was calculated when the contract was signed by the past Board five years ago. After some discussion, it was agreed that we would invite CCG to the next Board meeting to pick their brain on the available options to the POA and get a better idea on what is available in the marketplace today and then the Board can better decide on the next steps to move forward. Steve commented that he is open to having no bulk contract if that would be advantageous to homeowners by possibly giving them the freedom to choose their own provider and/or service level (*to be determined if this is truly a viable option, as there is an open question regarding whether or not a new provider would be willing to incur the expense of installing new underground cable*). The Board asked the manager to see if he can find out who the Board members are in **The Shores** in order to see if we could reach out to them to find out

what their experience was when they elected not to renew their bulk contact with Comcast several years ago.

**Adjournment:** Marilyn motioned to adjourn the meeting, Dan seconded the motion it, all in favor the meeting was adjourned at 8:36 pm.

APPROVED