

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

**Board of Directors Meeting**

Thursday, August 20, 2020

Videoconference via Zoom

Jupiter, FL

**MINUTES**

**CALL TO ORDER:**

Steve Makris called the meeting to order at 6:32 PM.

**ROLL CALL:**

A quorum was established with the following Board members being present via Zoom:

Steve Makris, President; Milton Jacobs, Vice-President; Dan Perez, Treasurer; Marilyn Mull, Secretary; Al Moreno, Director, and Robert Burr, Director. Bob Koch, a Director, was not present.

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

There were 12 homeowners present at tonight's Board of Director's Zoom meeting.

**MINUTES:**

The Board reviewed the July 16, 2020, meeting minutes. Dan Perez mentioned that he would like to shorten the minutes of the board meetings to focus on motions taken and votes approved by the Board. Rober Burr agreed with Dan and asked to keep the minutes to the corporate actions. Dan mentioned the precise language of last month's "Option 2" for the Hotwire decision was not accurate and should have read: "Do not sign the Hotwire contract at this time and delay the implementation schedule for one year, (until 4Q2021)." We ould then look to rollover the current Comcast contract, as is, for an additional year (through 12/31/2021) to buy the POA some time to hopefully get past the Covid-19 situation. Milton Jacobs then made a motion to approve the minutes as corrected. Robert Burr seconded the motion. Dan agreed that as long as the wording was corrected, he approved the minutes.

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

Steve advised that there was nothing new of a significant nature to report this month.

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

Dan Perez mentioned that he spoke to C.R.A. about a minor correction regarding a Westside repair and maintenance expense. The expense was not for Triple-M-Brick repair, it was for Sixberry Locksmith for the repair of the playground and tennis court gate locks. He went on to highlight North Fork's surplus is approximately \$117,000 to carry over, but a portion of this surplus may be needed for the removal of the exotics in tract E.

**MANAGERS REPORT (Steve Desvernine LCAM):**

The manager provided an update on the violation notices issued since the last meeting, in which the majority were for dirty roofs and two pickup trucks parked in driveways.

The manager met with a new pool cleaning company, Professional Pool's, to show them the two fountains in order to get a quote. The Board and I asked for references, and they were happy to furnish a list of references. They started at the end of July.

The manager has been in constant contact with Guardian Pools to get an E.T.A. on when the Barnes pump is going to be rebuilt. The delay on the West Fountain pump is a specialty electrical water-tight fitting; that part was ordered three weeks ago. The special ordered part could come in today or sometime next week. F.Y.I., my contact person at Guardian Pools, has been calling every other day asking for an E.T.A., and they know the gravity of the situation.

The manager met with the Superior Waterway technician about the Westside lake fountain and why it was not working. After testing the electrical panels, and the motor, he concluded the motor burned out and needed a replacement. Superior Waterway's proposal (\$1,402.48) was reviewed; Dan made a motion to approve the Superior Water Way proposal. Milton second the motion, everyone agreed. The motion was approved.

The manager has been in constant contact with E & M Pool Plastering, and the company contracted to clean, scrape, apply Koto-bond before they use the final colored pebble coating. Because of the fountain pump not being repaired or installed, E & M said we are on hold until the pump is installed and working. They have us penciled in for the middle of next week if the pump if all goes well.

The manager mentioned that he drives the community several times a week to review the property.

Manager reviews all A.R.B. applications and forwards them to the A.R.B. Committee for approval.

The manager pays invoices, answers phone calls and emails as promptly as possible.

### **COMMITTEE REPORTS:**

#### **A.) A.R.B. Committee Update (Steve Makris):**

Steve M. asked if Ed Putuch was present for the A.R.B. report, but Ed was unable to make tonight's meeting. Steve then provided a summary of the A.R.B. applications submitted this month and approved by the A.R.B. committee:

131 Victorian Ln.- hurricane impact front door A.R.B. application - approved

105 Victorian Ln.- exterior paint A.R.B. application – approved

125 Victorian Ln. – replace garage door with Hurricane rated door A.R.B. application – approved

#### **B:) Welcoming Committee (Nora Palladino):**

Nora Palladino advised that the house located at 155 N. River Dr. East was still on the market and has been on the market for awhile. She then commented about the home at 142 Corinthian, which just came on the market, and already has a contract, with an August 31 scheduled closing.

#### **C:) Landscape Committee (Nora Palladino):**

Nora Palladino mentioned the orchids planted on the Westside did not do well. BrightView has replaced 12 new plants. She will keep an eye on these new plants to make sure they grow in healthy.

#### **D:) Infrastructure committee (Steve Makris)**

Steve had nothing new to report since last month. He did mention that the Board is seeking volunteers to work on the infrastructure committee and asked everyone in attendance to spread the word in the community.

### **UNFINISHED BUSINESS:**

### **A:) Town of Jupiter Landscaping / Exotics Vegetation Violation**

Steve Makris provided a brief update on the progress to remove the exotic vegetation on the westside of the lake by the East entrance. He also mentioned that he and Nora Palladino have reached out to several contractors to scope out the removal, obtain proposals, and determine the most cost effective approach to address the exotics (removal and ongoing treatment to prevent re-growth). Nora mentioned that she has been in contact with the Barrett Cruse, the Natural Resources Supervisor for the Town of Jupiter to make him aware that North Fork is actively working to remove the exotics from our property. After some discussion, the Board tabled the decision to select a contractor to remove the exotic vegetation until more information can be gathered and we can see if we can get either TOJ or PBC to address the exotics on the adjacent property. The Board then moved to vote to have the area surveyed to determine the exact property line along the western/northern most edge of the POA's property. Dan Perez made the motion to approve the \$1,500.00 (on a not to exceed basis) survey proposal by Timothy Smith Land Surveying. Robert Burr seconded the motion; all were in favor of approving the survey, except Marilyn Mull, who abstained. In conclusion, Steve asked Nora to stay in close contact with the Town of Jupiter, and advised that should it become necessary to move quickly to address the exotics based on TOJ's comment about taking further adverse action against the POA, the Board would look to vote via email. Conversely, if time is not of the essence, then the exotic removal update will be placed on next month's Agenda for further discussion. Dan offered to reach out to Tom Driscoll at TOJ to make him aware of the POA's concern that the exotics growing on the adjacent ROW property also needs to be addressed (ideally concurrently).

### **B.) Bike Rack-Status Update (Milton Jacobs)**

Milton mentioned that the bike rack was installed at a slightly different location because of the Oaktree roots. Milton also noted the bike rack had been up for a month with no complaints. This project is now complete.

### **C.) A:) S.E. Island Way border wall (Dan Perez):**

Dan Perez said there is no update at the time of this meeting.

### **New Business:**

The P.O.A. credit card application has been strongly recommended by Lisa Moore, C.F.O. of C.R.A. A credit card would make small purchases quicker and easier with all of the same controls and accountabilities in place. Steve emphasized the credit card would be locked up in a secure box at C.R.A. Dan Perez had several questions concerning the security and the purchases made by a credit card, so he volunteered to draft a proposed policy surrounding the use of this credit card. He will submit a draft of the policy for review at the next Board meeting.

### **Adjournment:**

With no further business, Milton made a motion to adjourn the meeting; Dan seconded the motion. The meeting was adjourned at 8:10 PM.