

**PARK TRACE ESTATES HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**July 21, 2015**

**CALL TO ORDER:** The Board of Directors meeting was called to order by Dan Knauf at 7:00 p.m. It was confirmed that proper notice had been posted, and a quorum was established with the following Board members in attendance: Norm Thetford & Ed Bankemper (by phone) and BiBiche Knauf.

**MINUTES:** The minutes for the June 16, 2015 meeting were approved by unanimous consent.

**ADMINISTRATIVE BUSINESS:**

1. There was discussion on mailing of the directory. Bob Ungemach has given Casey Management the current list of names on the website. They will contact owners to see if they want their emails and phone numbers in the Park Trace directory.
2. Dan Knauf explained that the search for a new legal representative will be put on hold until the lien on 849 Oak Briar Lane transfers through foreclosure. Ed Bankemper will follow up with Dan once he is back in town to go over past issues on foreclosures.
3. Volunteers-Dan had sent an email to the community to ask for volunteers to help with the community. He only received one response. That person will be available when back in the community in November. We will have three vacant seats on the board open and to be voted on at the November membership meeting.

**OFFICER'S REPORTS:**

**PRESIDENT:**

1. The "Rooster Booster Poultry Repellent" applied by Dan Knauf to protect our East Bay St, entrance worked fine – for almost a month. Then the rains weakened it and the rooster attacked our mulch again. Ed Bankemper will discuss other "rooster hardening" options for the entrance island. Next step will be to ask the Pelican Man Bird Sanctuary to send the rooster to his aunt in Arizona.
2. 849 Oak Briar Lane is being handled by our current attorney Kevin Wells. The title will transfer once the final sale is completed. The sale is scheduled for July 28, 2015. Park Trace has not pursued liens in the past but we will be working with our attorney to enforce payment of assessments in the future.
3. November is when we have our annual membership meeting. We will have the election of three directors and will vote on establishing a reserve fund.
4. Dan Knauf checked the cuttings that were left on the SE shore path of the rear retention pond. He determined that there was no rodent problem, but the dried out cuttings did seem to present a minor fire hazard. As a result, Ed Bankemper will contact Greeners for an estimate to (1) remove the existing cuttings [and do it if \$300 or less] and (2) to trim and cut that area twice a year, and remove any cuttings.
5. Dan will represent Park Trace on an internet radio show conducted by Bentley's Boutique Hotel on 28 July 2015. He will post/e-mail details of the date of the actual broadcast.

## **VICE PRESIDENT:**

1. Ed Bankemper is working at condensing our governing documents to a couple pages to hand out to new home owners.
2. Ed is waiting for a return call from Sarasota County with information on the maintenance of our sidewalks.
3. The chemical spraying of the lakes will be done on the last three days of each month.
4. Ed researched the cost of replacing our lights with LED soft white lighting for each entrance. The total cost will be around \$900. Dan Knauf made a motion to replace our front entrance lights with LED lighting not to exceed \$1,000. Ed Bankemper seconded the motion. All were in favor. MOTION PASSED.

## **SECRETARY: [Office vacant; Ed Bankemper standing in]**

## **TREASURER:**

1. We have \$9,800 in our checking and \$99,573 in savings.
2. Homeowners at 336 Park Trace and 432 Park Trace Blvd. are now paid up. We still have 5 in arrears.
3. The bank debit cards have arrived for Dan and Ed.
4. There was discussion on late fees for payments of assessments. We will add 10% on late fees and 18% per annum. Dan Knauf will contact our attorney on the best approach to collect these fees.

## **AT LARGE:**

1. BiBiche Knauf reported the legal fee settlement. It is still scheduled for September. Norm posed the question to see if they could postpone the payment until January of 2016. The Board will also get tax advice from the association's accountant.
2. BiBiche Knauf is getting proposals for erosion control for the potential of a reserve account. She is working with Florida Shoreline. This will be on the agenda for the membership meeting.
3. Bibiche was asked by an owner to see when the county is going to fix our roads. Although the industry recommends repaving the roads every 15 years, since the County does not have the money, they are following a 30 year cycle. At this time, our roads are scheduled to be repaved in 2023
4. BiBiche received three estimates for 20ft. flag poles. The first estimate was \$650 per flag pole and \$35 per flag. Heads and Flags, on the internet, gave a quote of \$1,175 per installed pole and, Best Flags & Flagpoles also out of town gave a quote of \$3,399 for two (2) installed flags. Ed Bankemper made a motion to buy two 20ft. poles and accessories not to exceed \$1,500. Norm seconded the motion. All were in favor. MOTION PASSED.

## **COMMUNICATION OFFICER**

1. Bob Ungemach reported that only received one comment on the "straw man" website. He needs more input on what we want in order to get an estimate. We need to define exactly what we want in order to proceed or use it the way it is. All board members will take a look and give comments on it before the next meeting.

## **COMMITTEE REPORTS**

1. Architectural Review Committee (ARC)- No Report

## **OLD BUSINESS:**

1. Violation notices (moldy roofs & light posts/lights) will not be sent out until 849 Oak Brier Lane title is exchanged.
2. Dan mentioned that we need to make sure that those who are longer than 90 days late on assessments or any other amounts due to the association are having their voting rights suspended.
3. The Park Trace handbook will be voted on at the August board meeting.

## **NEW BUSINESS:**

1. Erosion Reserves Fund-As discussed earlier in the meeting. BiBiche will be getting estimates and we will vote on it at the November members meeting.
2. Dan Knauf presented the Board with attorney-approved language for changing the amendment process for our Declaration of Restrictions. The Board voted unanimously to present this language for an October USPS mail vote by the entire membership. The language reads:

Amendment. This Declaration may be amended from time to time upon the approval by the affirmative vote of at least seventy-five percent (75%) of the votes cast by no less than a majority of the total eligible voting interests of the Homeowners Association and upon the recordation in the Public Records of Sarasota County of an instrument, certifying that such approval has been obtained, executed by the president and secretary of the Homeowners Association.

## **OWNER COMMENTS:**

1. An owner asked how we vote on the amendment in October.
2. Why do we only have the violations on roofs and light posts? Dan discussed that these rules are clear and precise. Other rules are not as clear. The Board's priority for enforcement of specific deed restrictions is that they: (1) be clearly written; (2) are enforceable without unduly intrusive actions; and (3) that are reasonable in the sense that their violation causes a clear or obvious problem for the appearance, safety, or operation of the association. The deed restrictions which are unclear (e.g., storm shutters), unenforceable (e.g., cutting down of mature trees), or are not needed (e.g., home businesses which are not nuisances) will need to be addressed and updated – another reason for the Board's proposal to change our deed restriction amendment process.

**DATE OF NEXT MEETING:** August 18, 2015

**ADJOURNMENT:** The meeting was adjourned at 8:32 p.m. by unanimous consent.

**Respectfully Submitted by:**

**Brian Bender**

**Community Association Manager**

Approved: \_\_\_\_\_