

PARK TRACE ESTATES HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS
August 16, 2016 – 7:00PM
DRAFT

CALL TO ORDER

The Board of Directors meeting was called to order by Dan Knauf at 7:02PM. It was confirmed that proper notice had been posted and a quorum was established with the following Board members in attendance: Dan Weiss, Ed Bankemper, and Linda Koven by phone.

INTRODUCTION OF BOARD MEMBERS & MANAGEMENT

Dan introduced Taylor Anderson, LCAM with Casey Management as the new Association Manager for Park Trace, as well as introducing himself, Ed, and Linda for any new members in attendance.

ADMINISTRATIVE BUSINESS

1. Approval of the June 21st, 2016 board meeting minutes. Dan made a **motion** to approve with minutes with slight changes to the verbiage. Ed seconded the motion, and all were in favor.

OFFICER REPORTS

President-Dan Knauf

1. Attorney meeting - Dan spoke about the late assessments and stated that it is in the lawyer's hands at this time, but only two homes are delinquent.
2. Sand Hill Cranes – There was a discussion regarding a nest of Sand Hill Cranes, that a resident had taped off the area but the nest has been vacated and the landscapers have now mowed the area around the berm.
3. Was a discussion on trash days, when residents can put out and take in their trash can. It was decided to let the residents know of a policy and procedure in the newsletter.
4. There was a report on teenagers knocking on doors late at night. It was advised to be aware of any such activity and to call the Sarasota County non-emergency number.
5. There was a discussion regarding the placement of political signs for the upcoming 2016 Presidential Election. Attached to the Minutes is the draft of a policy to be implemented throughout the entire Association.

Vice President- Ed Bankemper

1. Ed is still working on the irrigation infrastructure upgrades. He is in contact with several irrigation companies regarding the well pump in order to properly facilitate the irrigation system in order to water any new plantings.
2. Ed discussed the health of the lakes in the Association and is in the process of speaking with Frontline as well as Beautiful Ponds in order bring them up to the Association's standard. There was also a discussion regarding the erosion issue and how to properly correct the issue; bids will be discussed and obtained on the process.
3. There was also a discussion on the dead oak tree at 119 and this will be taken care of during the upcoming months in order to remove the dead oak tree in order to mitigate any future damage to homes and cars.

Secretary - Dan Knauf

1. Dan Knauf discussed the decision to appoint someone to the Board of Directors, but it was decided by the Board to wait for the upcoming Annual Membership Meeting to elect and appoint the three empty chairs. Dan made a **motion** to wait until the Annual Meeting, Linda seconded and all were in favor.

Treasurer - Norm Thetford

1. As Norm was absent Dan discussed the voting rights for two home owners and, now that they are current, letters will be sent out to have their voting rights restored.
2. As Norm was absent, it was decided to wait for a Financial Report, but all accounts are within budgeted lines and in good standing.

Director - Linda Koven

1. Linda Koven discussed the Park Trace website, and that she was in the process of building a vendor list in order help owners who are in need of regular maintenance repairs.

External Liaison Officer - BiBiche Knauf

1. There was nothing new to report on the Bay Street extension.
2. Discussion on the report of a rattle snake on property, and if one was to be seen it was to be reported to the animal control center for Sarasota County, or Casey Management.

Committee Report

There were four ARC Forms on the table for discussion. Two for oak tree removals, one for the installation of a satellite dish, and one for the dog fence run. Dan made a **motion** to accept all four, Ed seconded and all were in agreement. Letters will be sent out by Management accepting their approval.

Old Business

There was a discussion regarding the revision / amendment of the deed restrictions in regards to the quorum amount for voting. Dan to draft a revision for a discussion at the November meeting.

New Business

1. There was a discussion regarding the violation procedures with Management, that various items were top priority such as excessive moldy roofs, landscaping upkeep and dark/missing lamp posts.
2. Dan discussed the implement of an update to the Rules and Regulations regarding political signs for the upcoming election. Dan made a **motion** to accept the Associations new enforcement policy (attached) – Ed seconded and all were in favor.

MANAGEMENT COMPANY REPORT – Taylor Anderson, LCAM

- a. Taylor Anderson from Casey Management reported that the bi-weekly inspections were taking place, that letters were being sent out in accordance to the Associations bylaws and the Board of Directors uniformed enforcement.

ADJOURNMENT: Dan Knauf requested a motion to adjourn. Ed seconded and all were in favor. The meeting was adjourned at 9:07PM.

Respectfully Submitted by:

Taylor Anderson, LCAM
Community Association Manager

Approved: _____