

**Verandah Community Association, Inc.**  
**12201 River Village Way, Fort Myers, FL 33905**  
**(239) 694-6358 ~ 239-694-8229 fax**

**MINUTES    9/28/10                    3:00 PM                    VERANDAH RIVER HOUSE**

Meeting Called By:        President, Gary Dumas  
Type of Meeting:         3rd Quarter VCA Board Meeting  
Note Taker:                Kym Bill  
Attendees:                 Gary Dumas, Bryan Bunting, Vince Barraco, Paul Martin, Steve Bill, Jim Hohnstein, Kym Bill

**AGENDA TOPICS**

**Call to Order**

**Action:**

The meeting was called to order by President Gary Dumas at 3:02 pm, who welcomed those in attendance and introduced himself as President of the VCA.

Mr. Dumas introduced board members Vince Barraco, Secretary/Treasurer of VCA, Bryan Bunting, Vice President of VCA and Paul Martin, General Manager of VCA and Controller for the Verandah Club.

**2nd Quarter Minutes – June 30, 2010**

**Discussion:**

Mr. Dumas asked if anyone had any questions or comments regarding the minutes of the second quarter board meeting.

**Motion by:**

Mr. Barraco made a motion to accept the minutes as written.

**Motion 2<sup>nd</sup>:**

Mr. Bunting seconded the motion.

**Approval:**

All approved.

**Manager & Staff Update to the Board**

- **2009 Audit Status & Results**

**Discussion/Action:** Paul Martin gave an overview and reported the audit is complete but he does not have a final report, only a draft. A stamped and bound approved audit will be finalized in the next few weeks and distributed to the VCA. Based on the draft, everything is in good standing. Only three entries were made with the audit and it was related to income taxes. Paul will forward a copy to the Board once he receives the final copy.

- **Current Financial Update**

**Discussion/Action:** Current year financials as of the end of August shows a positive variance in income of \$38,000. The positive variance was mostly due to a new parcel sale to DR Horton and a timing delay in grounds maintenance mostly from plant replacement.

In reserves revenue we have had 61 closings YTD, which give a positive variance of \$54,000.

We are currently working on 128 units under collection. Currently we still have over \$478,558 in outstanding assessments. \$231,663 has been written off in previous years. We currently have \$246,663 outstanding to date. We currently have 27 properties making payments and are expecting to receive \$44,000 from these before the end of the year.

Gary Dumas made a recommendation to Paul Martin to forward copies of the bank account reconciliations when forwarding the financials to the Board. Paul commented that a roll-forward schedule of the investments would be a better report if they are looking for what investments we have in what accounts.

- **Discussion on possible changes to vacant lot maintenance**

**Discussion/Action:** Paul brought up the discussion of possibly taking over the lot maintenance for all lots in the community. We could increase their assessment for the maintenance of lots. We currently have approximately 100 lots that need maintenance. Gary Dumas also suggested that we could possibly sync the program with the Builder Agreement to ensure payment. Paul will continue to research and speak to our attorney with specific questions the Board brought up. He will update the Board at the next meeting.

- **2011 Budget Process**

**Discussion/Action:** Paul and staff are currently working on the 2011 budget. The biggest numbers in the budget are: Comcast, which they are increasing by 4% and landscape maintenance which we are in the process of receiving new bids on. The Board is going to debate this increase with Comcast. Paul is going to invite them to the next Advisory Meeting to discuss.

Gary Dumas announced that the methodology of changing assessment rates will not be done by the Board. When the assessment rates were determined, it was based on the competitiveness with the market rate. He explained we will not be fundamentally changing the rate and structure. When the Board turns over to the residents, if they choose to make changes, they can make that decision at that time.

A Budget approval meeting needs to be scheduled the last week in October for the 4<sup>th</sup> Quarter Meeting. We must also notify residents 14 days prior to the meeting. A notice will be sent out within the next week.

**It was decided the next meeting to approve the budget will be held on Thursday, October 28<sup>th</sup> at 3:00 p.m.**

- **Maintenance Update**

**Discussion/Action:** Steve Bill gave an update on the projects and updates they are currently working on:

- Flower Plantings – scheduled for November
- Fire Ants – a wall to wall application was done to control the fire ants in the common areas of the community
- Sod Project – the sod project on SR 80 has been delayed due to poor quality of sod from the Sod Farms due to flooding. They are currently waiting on good sod before proceeding.
- Tree House has been completed
- Nature Trails – Pressure washing has been completed on the nature trails. They will be doing touch ups next month
- Dog Park – The fence hardware and new fountain will be complete by the end of October. Sod replacement has been completed
- Playground – the playground is being pressure washed this month
- Entry Signs – the entry signs in the communities are being pressure washed this month
- Pine Straw – the pine straw application will be taking place the first week in November

- Sidewalk repair - Currently on hold until November meeting. It was recommended to add a sidewalk on the crossover, pedestrian crossing between #6 & #7. There is also a couple small projects that are safety issues that need to be completed
- Foreclosure Maintenance – currently maintaining 4 properties that are in foreclosure

- **Community Patrol Update - Traffic**

**Discussion/Action:** Jim Hohnstein reported that the Community Patrol has been doing traffic monitoring for almost 6 months. Between July 7<sup>th</sup> and September 15<sup>th</sup> 435 speeding observations were observed. There are 15 – 20 residents repeatedly being observed speeding, some going as fast as 50 mph, passing other cars, ignoring stop signs, etc. We have advised Bonita Bay's attorneys on what enforcement options are available to the VCA if we chose to handle these issues internally. In summary:

- Jim spoke to other Bonita Bay communities and they advised us that attempting to enforce traffic rules internally is futile based on their own experience in trying to do this.
- The Neighborhood Advisory Committee voted on September 16<sup>th</sup>, 2010 to pursue an enforcement option rather than acquiesce to the violators. Two options to slow down traffic were discussed. The installation of speed bumps or signing an agreement with the Sheriff's Department to have them patrol the community. We have been in communication with the Sheriff's department and other Bonita Bay communities that use this method of enforcement and found out the following:
  - It only costs a nominal amount of money to enter into an agreement with the police
  - We can identify the hours of the day we want the police to patrol Verandah
  - This arrangement can be modified or cancelled at our option
  - The other communities saw a significant drop in traffic rule violations as a result of having the police patrol the community.

The Neighborhood Representatives presented unanimous support for pursuing this option and rejecting the speed bumps.

**Motion by:**

Mr. Bunting made a motion to proceed forward with an Interlocal Agreement with the Sheriff's Department so we may determine what additional costs we may incur to be in compliance with the Lee County D.O.T.

**Motion 2<sup>nd</sup>:**

Mr. Barraco seconded the motion.

**Approval:**

All approved.

- **Update on break-ins**

**Discussion/Action:** Jim Hohnstein gave an update and reported the vehicle entries have stopped within the last few weeks. Minor items were taken from vehicles such as cd's, money, iPods, etc. The police believe it was some kids that live across the street in the Shore's area. Jim emphasized to please keep your cars locked if they are not in your garage and to keep your garage doors closed.

## OLD BUSINESS

- **Reserve Study**

**Discussion/Action:** A preliminary report has been done. Paul is currently waiting on a breakdown of the paving by neighborhood. Based on the preliminary report, we are in a good situation. We currently have \$2.4 million in reserves which will take us through the next 17 years. Once the final report is complete, Paul will forward to the Board and Finance Committee to review.

- **Foreclosures discussions**

**Discussion/Action:** Paul discussed the foreclosure process on the homes and lots in Verandah and asked the Board how they would like to proceed with the foreclosures. The board instructed to have Paul come up with a flowchart process of the procedure to review with the Board at the next meeting.

## **NEW BUSINESS**

- **Charging Late Fee's**

**Discussion/Action:** Paul Martin made a recommendation to the Board to begin charging late fee's in 2011 for all past dues assessments. The covenants state that we can charge late fee's up to 18%.

**Motion by:**

Mr. Bunting made a motion to institute a late payment fee in 2011, to be determined what the rate is going to be.

**Motion 2<sup>nd</sup>:**

Mr. Barraco seconded the motion.

**Approval:**

All approved.

- **Comparison of Management Fee's**

**Discussion/Action:** Gary Dumas updated the Board that Robin Leete is working on the comparison of Management Fee's and will have a report for the Board within the next few weeks. We will include as an agenda items at the next meeting.

- **Storm Shutters**

**Discussion/Action:** The Board discussed the storm shutters and according to the current rules, no resident is allowed to deploy their storm shutters until a storm warning has been issues by an official weather service. This means every home with shutters deployed today is in violation of this guideline. Suggestion was made by the Board for the Advisory Committee to come up with a recommendation to the Board to change the amendment. The Board also asked that the Advisory Committee also come up with a recommendation of what will be done to those that are in non compliance.

- **Fort Myers Shores Fire Department**

**Discussion/Action:** Mr. Bunting recommended putting out a communication to the Community regarding the Fort Myers Shores Fire Department vote coming up regarding the cap rate increase from 2% to 3%.

- **Paving**

**Discussion/Action:** The question was asked by Gary Dumas, the timing of the paving in Verandah. We will add this as an agenda item for the next meeting.

- **Adjournment**

**Motion by:**

Mr. Dumas made a motion to adjourn the meeting at 5:18 p.m.

**Motion 2<sup>nd</sup>:**

Mr. Barraco seconded the motion.

**Approval:** All approved.