

# May 21, 2019 The Grove at Harbor Hills HOA Board Meeting Minutes

5460 Grove Manor, Lady Lake, FL 32159

## 1- CALL TO ORDER/QUORUM:

President John Frame called the meeting to order at 10:05 AM. A quorum was established by J. Frame, D. Holden, D. Delzio, R. Durbin, and L. Prater. D. Christopher of Sentry Management was also present.

## 2- APPROVE March 21, 2019 BOARD MEETING MINUTES:

**Motion #1** made by J. Frame, seconded by D. Delzio to approve the March 21, 2019 minutes. All approved; motion passed.

## 3- FINANCIAL UPDATE:

- a. Sentry Management update: Manager provided financial summary as well as arrears. Report attached.
- b. Cash Flow: J. Frame reported. Parragin will be requested to start mowing the expanded retention pond which will increase monthly expenditures.

## 4- REVIEW & APPROVE OFFICER RESPONSIBILITIES:

- a. Secretary: J. Frame requested D. Delzio to switch from secretary to treasurer. Dana declined stating that finances are not her strong point.
- b. Architectural Review Committee: Bill Bowers was asked to step down as chairman of the committee. J. Frame has asked Brad Waldrop to take over as chairman and Brad has accepted. The committee is composed of Brad Waldrop, chairman, Roger Bonyng, Ellery Hathorn, Carol Jacobs and Pete Strack. J. Frame also proposed that the ARC start looking for violations and reporting them to the manager. **Motion # 2** made by J. Frame, seconded by L. Prater was to accept these changes to the ARC. All approved; motion passed.
- c. 5527 Grove Manor, Burns/Gerst re-landscaped the front area of the yard without putting a request in writing. The changes are out of keeping with other yards. L. Prater will see that an application is completed and presented to the ARC committee.

## 5- GATE SECURITY – DVR UPGRADE:

- a. The new ACS will not install because the old DRV can't support it. **Motion # 3** was made by J. Frame, seconded by D. Holden to approve up to \$1,000 new DVR for the gate. All approved; motion passed. J. Frame requested that all board members look at the security tapes from their computers often.
- b. Transponders are now under the Lonnie's authority. There are a total of twelve loaner clickers.
- c. There is a boy from Harbor Hills that is racing a motor bike through the Grove. J. Frame has taken photos of this and spoken with both the boy and his father. Security supervisor Ron Ledford is aware of the situation.
- d. Security Personnel Staffing – hand out given at meeting to Board.

**6- LANDSCAPE CONTRACT:** A letter of complaint was mailed on May 20, 2019 to Michael Wilding manager. It was decided to stay with Yellowstone until the end of their contract which is September, 2019. R. Durbin will have Dean's Landscape prepare a detailed proposal.

## 7- MISCELLANEOUS:

- a. West Gate: There was an accident with a resident and a Fed Ex car which brought out the possible need to move the transponder reader to the right side of the gate to avoid tailgaters. The exact cost is not known, but it would be expensive. D. Holden suggested not washing the curbs this year and use that money towards the reader move.
- b. It was noted that a diesel engine that stops for the guard can trigger the SOS. D. Holden will investigate a solution.
- c. Lake Co. Sheriff's Office Patrol Agreement: Now just waiting for the sheriff's office to sign this.
- d. Curbs/Sidewalks Cleaning: Is scheduled for June. The budget is \$4,468. Dana will send residents a letter explaining how they can have their walkways washed.

- e. Trash/Yard Waste Rules & Regulations: J. Frame presented a letter (attached) to be mailed to all residents.
- f. Rentals: John noted that renters that leave trash cans out can negate their rental policy as it is a violation.
- g. Cart Path Cleaning: **Motion # 4** was made by J. Frame, seconded by L. Prater to spend \$1,000 from the tree trimming budget to wash the cart path at the time the curbs are done. All approved; motion passed.
- h. Advertising/Media for House Sales: **Motion # 5** was made by D. Holden, seconded by J. Frame to approve printing of sales brochures up to \$500. All approved; motion passed.
- i. Additional Viburnum: **Motion # 6** J. Frame made a motion seconded by R. Durbin to approve up to \$1,000 for additional viburnum shrubs on the berm at the bare spot near 5239 Grove Manor. All approved; motion passed.
- j. J. Frame announced that this will be his final meeting and he will soon be resigning. He would like to stay on the LCSO patrol project until it is complete as well as the new DVR installation. He will render his resignation letter soon.

8- **NEXT MEETING:** TBD

9- **ADJOURNMENT:**

**Motion #7** was made by L. Prater, seconded by R. Durbin to adjourn the meeting. All approved; motion passed. The meeting was adjourned at 12:30 PM.

Submitted by:  
Deborah Christopher  
Sentry Management

Approved: July 15, 2019