

Diamond Cove HOA / Diamond Cove REC

Board Meeting Minutes – Approved

January 16th, 2020 – 6:30 PM

Location: Denny's Restaurant

12375 FL-535, Orlando, Florida, 32836

2019 BOD Members : Rozalia Deborde-President (22), Frank Moore-Treasurer(22), Sharon Neustaedter-Secretary(22), Directors: Alex Deazuero(20), Janet Betta (20)

Comments from Neighborhood-not part of minutes: 0 homeowners present

- I. Call to Order:** 6:30PM by Rozalia.
- II. Quorum:** Rozalia Deborde, Frank Moore-Treasurer, Alex Deazuero, and also present is Karl Schuberth LCAM with Southwest Property Management.
- III. Notice of Meeting:** Community signs & on www.SouthwestPropertyManagement.com
- IV. Approval of Minutes:** Frank **MOTIONS** to approve the 11-25-19 minutes. Rozalia Seconds: All Approve.
- V. Committee Reports** Website Report Frank -Karl to contact existing Web provider to check domain registration. Registration is included in the fees. **Done.**
 - A. Entrance Committee:**
 1. Alex to straighten letters at second monument? Alex has called the sign company to make new letters for the second monument. Alex will let Rozalia know when the letters will be installed so she can help. Status of replacement letters? Alex? Vendor has replacement letters ready and will drop off to Alex when they are in the area. Alex update? Alex and Rozalia will replace the letters next Monday the 20th. Update? Will be done after the first of the year. Schedule to complete? February estimate.
- VI. Manager's Report**
 - A. Financials**
 - 1. Collections:**
 - a. Motion to waive fees? None.
 - b. Walmart receipt for about \$200? This was on Rozalia's card. She will get another receipt.
 - B. Maintenance Report – Karl report.**
 - 1. Diamond Cove**
 - a. Karl to check cabana lights not coming on. Fountain lights aren't coming on. Karl has contacted the electrician for the cabana lights and the fountain company for the fountain lights.
 - b. Main pool gate needed a new battery. **Done.**
 - c. New doggie containers installed. **Done.**
 - d. Schedule for annuals? Due to be replaced mid to late February.
 - e. Entrance hedges look good? Everyone agrees.
 - f. Trimming of Crepe Myrtles and hedge by dock. Brightview to do in February.
 - g. There is Dollar weed in the grass in front of third monument. Karl to notify Brightview.
 - h. Missing Goldmound in center of 4th monument. Karl to follow-up.
 - i. When is next pressure washing of Rec area? May 2020.
 - 2. Diamond Cove REC**
 - a. **Curb Replacement:** Quote attached. Alex to check with his construction managers at work. Karl to check about another quote. On **HOLD** until monument work is complete. Curb work scheduled for 1st quarter 2020 approximately.
 - b. **Sealcoating Quote:** **Motion** to accept Miller Sealcoating bid to seal and stripe the Rec parking lot as an operating expense by Bonnie. 2nd by Frank. Approved. Waiting for curbs to be installed. Schedule after curb work 1st quarter 2020.
 - c. Tennis court lock is not working. Karl trying to schedule locksmith to check and install new lock if needed. Have a spare now. New lock was installed on the tennis gate. Now needs to be programmed

so key FOB codes can be entered. Pool gate lock batteries were replaced and gate repaired so latch catches latch plate by Allen Lock. Tennis Lock installed and working. 17 working FOB's given to SWPM to distribute to homeowners. Done.

Handheld Transfer Module has been ordered to make updating locks easier and quicker. \$405. Quote for w-fi enabled locks is \$9903.44. Attached. Try handheld transfer module for now?

19 more FOBs given to Rozalia. Once she inputs those into the computer software, we can take delivery of the handheld device and use that to transfer the info to the locks. Rozalia says she can have these ready by the end of January.

- d. Pool Electric Panel Replacement-Quote attached. Karl to check on Nemafor. Motion to have Henry Electric change the main panels for up to \$2500 by Alex, 2nd by Rozalia. Approved. Karl to have work done per the electrician's recommendation. Done

- C. **ARC Report** - See Attachment. Karl to send Gladys a notice about awning without approval. 8344 DCC installed shingles without approval or permits Cheeseman has boat in driveway. Corner house on Bright has bad fencing and a large Gardenia plant. House behind Janet's house needs the fence to be painted.
- D. **Compliance** – Latest report will be done before the end of the month.
1. Request for vinyl fence. See attached. No action by the board at this time.
 2. Fining homeowners? Karl will follow-up.
 3. Send to attorney? Karl to follow-up.
 4. Revise docs to be able to charge homeowners for legal fees when they don't comply? Karl to follow-up.

VII. Old Business

- A. Wi-Fi for the REC. 400MBS \$114.97/mo w/free install. 200MBS \$69.98/mo. \$99 install. Motion by Rozalia, 2nd by Alex to approve the 200MBS service. Approved. Open item. Karl to follow-up.
- B. Umbrellas for the REC? Alex report. Alex discussed various designs for portable umbrellas for the REC pool that can withstand winds up to 50 MPH. Project for 2020. No timetable yet.
- C. Wreath's still up at the REC. Dispose of? New Xmas wreaths for REC to match new monument decorations? Rozalia to purchase.
- D. Carp for ponds. Barrier approval. Rozalia? Rozalia to sign so Karl can send in.

VIII. New Business-

- A. New Pool Pump Needed. Quote attached. Motion by Frank, 2nd by Rozalia. Approved.
- B. 2020 Board Meeting Schedule. Every other month starting in January. Budget meeting in September. Annual meeting in November. Motion by Rozalia, 2nd by Sharon. Approved.
- C. Karl to get copy of welcome packages sent by SWPM to Rozalia. Rozalia would like to have language in these packages referring to compliance.
- D. Karl to have letter sent to Julio Quinones thanking him for his service and include same in an e-mail blast.

IX. Adjournment: 8:01PM Rozalia MOTIONS: Frank Seconds: All Approve.

2020 Board meeting dates: January 16th, 2020.

COLOR CODE: YELLOW – MOTION GREEN – ACTION ITEM PURPLE – COMPLETED BLUE - OPEN
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