



SPRUCE CREEK PROPERTY OWNERS ASSOCIATION, INC.

212-1 Cessna Blvd., Port Orange, FL 32128

Approved

MINUTES

REGULAR BOARD OF DIRECTORS MEETING

January 5, 2010

1. **CALL TO ORDER:** President Russ Faller called the meeting to order at 7:00 p.m. at the SCPOA Hangar. Other Directors present: Jerry Probst, Joan DeVincenzo, Jack Hirn and Mike Hay. A quorum was declared.
2. **PROOF OF NOTICE:** Richard Kjellstrom, General Manager, affirmed that proper notice of the meeting had been posted.
3. **COMMUNICATIONS:** President Faller commented that we received letters from:
 - a. Belinda Wood-Belinda and Judy Ford thank the POA, the Spruce Creek Country Club, and especially John from Tuff Turf for the landscaping upkeep around Spruce Creek.
 - b. Resignation from the Safety and Security Committee of Dean Howard.
 - c. Letter from Dana Ensminger requesting documents from the POA.
4. **MINUTES:**

The minutes of the 12/8/2009 Board Meeting were presented. Mike Hay moved for approval, Jack Hirn seconded and the minutes were approved unanimously.
5. **OPEN FORUM:** President Faller commented that each resident could speak for 3 minutes for a total of 30 minutes of open forum. We would try to respond; however, if we did not have the answer, Richard Kjellstrom would get back with you shortly.

The following owners rose to address the Board:

Carol Beule of Autumn Leaves Drive asked why the poinsettias were not protected from the recent freezes.

A resident asked for analysis of past due assessments. Jerry Probst reported the current situation of past due accounts. At year-end 2008, accounts receivable was approx. \$130,000. At year-end 2009, this increased \$20,000 to \$150,000. Many of the properties which are delinquent are in foreclosure and all are liened.

6. REPORTS:

- A. Russ Faller-We have 4 candidates for the 2010 Board of Directors election scheduled for February 6, 2010. Regarding the past due accounts, we are investigating the use of collection agencies; however we are continuing to pursue the lien process. The Board will be entering into discussion of requiring golf carts to be registered with the POA. Owners of golf carts would be required to have the carts insured and the POA be a named insured. The cost is minimal. At a recent meeting with our Brown & Brown Insurance company, they strongly recommended that we do that since we could be liable for any accidents.
- B. Mike Hay- No report
- C. Jerry Probst- No report; see above.
- D. Jack Hirn- No report
- E. Joan DeVincenzo- Reported that Sharon Goldish needs 20 volunteers for the bonfire on January 23rd.
- F. Committee Reports.
 - 1. Airport Committee- No report
 - 2. Architectural Review Committee- No report
 - 3. Budget and Finance Committee- No report
 - 4. Children's Recreation Committee- No Report
 - 5. Legal and By-Laws Committee- No report.
 - 6. Public Works Committee- Ray Gage, Chair of Public Works, - 2009 was a positive year and accomplished significant projects. Work will continue on infrastructure in 2010.
 - 7. Safety and Security- No report

8. Update Committee- Barbara Roush said that information to be included in the next edition needed to be in by the 10th of the month.
9. Community Relations- Judy Ford reminded everyone of the Bon Fire on January 23rd and that there would be food, beer and wine. Also, the 2010 Directory is at the printer.

G. General Manager- Richard Kjellstrom thanked all the volunteers that make the Creek such a wonderful place and after the election, we would be hosting a wine and cheese party for our volunteers.

7. OLD BUSINESS:

15th Fairway Drainage Program. Project was bid to three bidders; the lowest bidder is Hazen Construction, Inc. for \$35,105 (plus 9.6% contingency). This is to improve the drainage of water draining through the north Seclusion system. Public Works Committee requests approval. Jerry Probst made a motion to approve \$38,500 with contingency, Mike Hay seconded and it was passed unanimously.

8. NEW BUSINESS:

- i. Approval of Spruce Creek Property Owners Association, Inc. Accounting Policies and Procedures Manual. The policies and procedures are subject to change with the approval of the Budget & Finance Committee and the Board of Directors. It was pointed out that this is a living document and subject to change over time. Jerry Probst made a motion for approval, and Jack Hirn seconded and it was passed unanimously.
- ii. Discussion of purchase and installation of new file server, and 3 work stations for POA office not to exceed \$4,000. Board approval not required. Discussion regarding actual equipment being purchased. Jerry said this is in the 2010 Capital Budget.
- iii. Approval of continuation contract for Tru Green 2010 Pesticide service for \$8,638.06 with no price increase. The Public Works Department and Committee continues to be satisfied with Tru Green's service and recommends approval. Joni DeVincenzo made a motion for approval and Jerry Probst seconded with unanimous approval.

- iv. Approval of extension of the Tuff Turf Grounds Maintenance for 2010, for \$44,400 at no price increase. The Public Works Committee has recommended approval. Tuff Turf has completed all aspects of the plans and specifications as specified in the 2009 contract. Mike Hay made a motion for approval, Joni DeVincenzo seconded and passed unanimously.

- v. Approval of extension of Clear Waters lake management and swale/ditch weed control for 2010. The Public Works Committee has recommended approval based on the past performance of this company. They have significantly reduced the previous cost of cleaning the ditches and swales of overgrown weeds. 2010 cost is \$30,914.40, a 2% increase over 2009. Jack Hirn made a motion to approve, Jerry Probst seconded and passed unanimously.

- vi. Approval of installation of emergency standby systems at the South Gate and POA office. The Public Works Committee recommends both backup systems. South Gate is 30 KW enclosed standby system with base tank, inclusive cost is \$21,000. POA Office is 40 KW enclosed standby system with base tank, inclusive cost is \$22,000. Discussion ensued with Jack Hirn opposing the systems. Mike Hay made a motion to approve, Jerry Probst seconded, four board members voted for approval (Mike Hay, Jerry Probst, Joan DeVincenzo, Russ Faller) with Jack Hirn voted no.

- vii. 2010 Road & Taxiway Reconstruction Program of \$350,000. The Public Works Committee recommends the Board approve MBV Engineering, Inc. Road and Taxiway Reconstruction Program which includes 1.38 miles of roads. Jerry Probst made a motion for approval of up to \$350,000, Mike Hay seconded and the motion passed unanimously.

ADJOURNMENT: With no further business, the meeting was adjourned at 7:41 p.m.

John D. Hirn, Secretary