



SPRUCE CREEK PROPERTY OWNERS' ASSOCIATION, INC.

212-1 Cessna Blvd, Port Orange, FL 32128 386-760-5884

APPROVED
Regular Board Meeting
Tuesday, September 7, 2010

7:00 PM

SCPOA Hangar

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, Brent Canup and Mike Hay. Alan Baltz was absent. A quorum was declared.
2. Proof of Notice of Meeting: Richard Kjellstrom, General Manager, affirmed that the proper notice of the meeting had been posted.
3. Communications: Letter from resident requesting to be on Budget and Finance and Legal-Bylaws committees. No action taken.
4. Approval of Prior Minutes:
Regular Board Meeting – The Minutes of the July 13th meeting were presented. Jerry Probst moved for approval, Joan DeVincenzo seconded and the minutes were approved unanimously.
5. Open Forum: No residents came forward.
6. Reports:
Officers:
 - a. President Russ Faller- quiet summer; the budget process is beginning.
 - b. Vice President Mike Hay- none
 - c. Treasurer Jerry Probst- Budget and Finance- Copy of delinquent listing is available, please sign your name and address acknowledging receipt of the report. \$164,000 is outstanding with 61 accounts. We are in the process of settling with one home owner on the list. With this settlement, the balance owed would be @ \$151,000, the same as we ended with last year's accounts past due.
 - d. Assistant Treasurer Alan Baltz- Absent
 - e. Secretary Jack Hirn- none
 - f. Director Joan DeVincenzo- none
 - g. Director Brent Canup- none

Committees:

- a. Airport Authority Committee- Bob Spillman, Chair, reported that the committee had been extremely active, with 3 special meetings, one regular for a total of 8 hours. They

redid the procedure manual and eliminated seven pages of superfluous information. They came up with new workable material including a two-sided check list, with phone numbers on the front, and on the back with a flow chart or a check list of what to do in an emergency.

Recommended to the board of directors that the SCPOA purchase a mobile floodlight generator tower with a 110 volt power outlet. There would also be an emergency kit with decent 1st aid kit, shovels, in a box that would be brought out by security.

Mr. Spillman indicated that there is a huge lack of understanding of deployable parachutes, and during an accident you must work around them or they could deploy with serious consequences. The committee will work with fire department, sheriff's office and our first responders to educate them.

b. Sal DeVincenzo, Airport Manager- No report

c. Architectural Review Committee- No report

d. Budget and Finance Committee- No report

e. Children's Recreation Committee-No report

f. Legal and By-Laws Committee- No report

g. Public Works Committee- Ray Gage, chair offered kudos to POA Board of Directors, Art Horton, Superintendent of Public Works and Richard Kjellstrom for accomplishing all goals set and established within budget. BOD has been very helpful.

h. Safety and Security- No report

i. Update Committee- No report

j. Community Relations- No report

General Manager- Richard Kjellstrom reported that the Children's Recreation Committee is active and held its back to school party the last weekend in August. At the July BOD meeting, it was brought up that the Sheriff had not been in to patrol the community lately. Richard and Keith contacted Joie Alexander and the Volusia County District Commander for the Sheriff's department and there has been an increased visibility and writing of tickets for traffic offenders in the Creek. The department heads have been working hard preparing their budgets for 2011 fiscal year and the Budget and Finance Committee will be meeting later this month for their initial reviews.

7. Old Business:
None

8. New Business:

a. Recommend the BOD appoint Vickie Bowie to the Architecture Review Committee.

Joan DeVincenzo moved for approval and Mike Hay seconded and the board voted unanimously to approve.

- b. Recommend the BOD appoint Elizabeth Knox to the Budget and Finance Committee. Jerry Probst moved for approval and Jack Hirn seconded and the board voted unanimously to approve.
- c. The Airport Authority recommends approval of a purchase of a tower light generator for use in night operations and recovery. The BOD was previously asked to vote on this informally and this is a formal ratification of that vote. Cost is \$3,250 plus tax. The funds will come from the capital fund. Jack Hirn moved for approval and Jerry Probst seconded and the board voted unanimously to authorize purchase of the light generator.

d. Drainage Programs:

1). During the August 11, 2010 heavy rain, it became obvious that the undersized storm pipe and the earthen bridge that was installed over the ditch behind Woodside is hindering the flow of storm water from Lake #38 (located NW of the intersection of Spruce Creek Blvd. and Whisperwood Way). Bruce Moia of MBV reviewed and recommended the banks and outfall into Spruce Creek need to be widened. Hardy Construction provided a quote of \$7,475 to make necessary modifications. The Public Works Committee recommends to the BOD to approve this proposal from Hardy. Funds will come from the operational drainage funds. Encl 1. Jerry Probst moved for approval and Jack Hirn seconded and the board voted unanimously for the project.

2). Review of an existing retention pond at the intersection of Lima and Beech revealed that it had no outlet or storm water piping to allow the water to drain from the pond. MBV recommends that the back area of the pond be regraded and an inlet installed on the North side of the pond and storm piping be extended to the existing inlet on Lima Taxiway. Hardy Construction provided a quote of \$7,475 for the required work. The Public Works Committee recommends to the BOD to approve this proposal from Hardy. Funds will come from the operational drainage funds. Encl 2. Jerry Probst moved for approval and Jack Hirn seconded and the board voted unanimously to proceed with this item. The board also thanked Fred Telling for his \$1,000 donation for the project.

- e. Public Works leased shop. The Spruce Creek Country Club has requested a new lease agreement with us for the shop located in the golf course maintenance area and includes an increase in rent from \$268 to \$500 per month. There have been considerable discussions and an agreement has been reached. The lease will run from September 8, 2010 until August 31, 2011. It is renewable with 60 days advance notice from both parties. It includes parking spaces for the Public Works Superintendent's personal vehicle and the SCPOA trailer. It is recommended that the board approve this lease at Encl 3. Mike Hay moved for approval and Jerry Probst seconded and the board voted unanimously to approve the lease.

- f. **Tabled** Security Vehicle purchase- The Budget and Finance committee along with the Director of Security and the General Manager recommend the board approve the expenditure of not more than \$20,000 for the purchase of a new vehicle. Eight bids were solicited and a Ford Ranger XL super cab with 2WD was the lowest bidder. Encl 4.

- g. Mr. and Mrs. Gary Yelvington of 2872 Rickenbacker have requested a variance for the construction of their new home. They are requesting a variance from the restrictions in the covenants of Unit II-D of SCPOA: “garages shall be not less than 2-car width nor more than 3-car width”. That translates to a garage for two or three car width. The Architecture Review Board cannot approve variances, and forwards this to the Board of Directors for their approval. The ARC does recommend that the BOD approve this variance of a one car garage on the left side of the house and a two car garage on the right side of the home. Please see the drawings and illustration for a visual. Encl 5. Jack Hirn moved for approval and Mike Hay seconded and the board voted unanimously to approve this variance. Mike Hay commented that this is reasonable however, all variances are taken very seriously and not all will be approved.

9. Next meeting on October 5th, 2010

10. Adjourned at 7:30 p.m.

Jack Hirn, Secretary