

# Portofino at Sun City Center Ft. Myers Property Owners Association, Inc.

A Corporation Not-For-Profit

## BOARD OF DIRECTORS MEETING

### MINUTES

The Board of Directors Meeting was held on February 20, 2020 at Mike Knepper's Lanai, 9925 Bella Vista Court, Fort Myers, FL 33913.

Board Members Present: Mike Knepper, President  
Craig Massey, Director  
Steven Lubinski, Treasurer  
Bill Cornell, Secretary  
Milt Sick, Vice President  
Sandi Foley, Vesta Property Services

Owners Present: There was one owners present – Lydia Massey

1. Call to Order:

President Mike Knepper called the meeting to order at 9:06 a.m.

2. Proof of Notice:

Milt Sick confirmed posting the meeting notice in accordance with Florida Statutes and association governing documents.

3. Establishing a Quorum:

Mike Knepper verified that a quorum of the Board was present.

4. Approval of Previous Minutes:

Steve Lubinski moved to waive the reading and accept the January 15, 2020 minutes. Seconded by Milt Sick. The motion passed with all in favor.

5. President's Report:

There have been 2,250 doors closed and 12 scheduled. The builders are ready to leave Pelican Preserve.

Electronic voting for the master association is being arranged. We will sign up as it saves us money in the long run.

There is a meeting for veteran information on March 26<sup>th</sup>,

Golf Course purchasing was discussed. We need to give our opinion to the Presidents meeting on feedback of the golf course. They need our input on the future of the course. The question is when information be released to the owners and what is the next step.

6. Treasurer's/Financial Report:

Steven Lubinski gave the financial report for year-end which is attached. It was mentioned that the fees have not been increased in 5 years. We do have \$50,000.00 in case of an emergency. Milt Sick moved to accept the report and Craig Cornell seconded. The motion carried

7. Financial Expense:

Reminder letters were sent to delinquent owners. Sandi to monitor and call owners who are late to see if they are aware of the late payments or if they need help understanding the new system. 10537 has passed away and her son is handling the property. We do not have his contact information so Sandi will send a letter to that address to see if he receives it and sends us his information. We received money for the irrigation repair from the master board but it doesn't seem like enough. We do not have pictures or proof of the damage so we cannot ask for more.

8. Long Term Lawn Care Plan:

Milt Sick has a sod problem and the only way to solve it is to kill the affected area and re-sod which is quoted at \$1,850.00. Part of the yard is full of weeds. We need to check the neighborhood with Paul and Ramiro. We then need a plan for the long-term care of lawns. Curb appeal is important. Once an area is treated, we need to see if it is working. We need to kill weeds as needed.

9. Owner Comments:

External trash cans are not allowed.

10. Next Meeting Date:

March 12, 2020 at 11am at the Town Center Promenade.

11. Adjournment:

Milt Sick moved to adjourn at 10:35 and Steve Lubinski seconded. The motion carried.

Respectfully submitted,

Sandi Foley, CAM  
Property Manager

From: Steven Lubinski [StevenLubinski@verizon.net](mailto:StevenLubinski@verizon.net)  
Subject: November YTD HOA Expenses  
Date: Feb 18, 2020 at 3:25:44 PM  
To: Mike Knepper [miknekper40@gmail.com](mailto:miknekper40@gmail.com), William Cornell  
[cornellwj@yahoo.com](mailto:cornellwj@yahoo.com), Milt Sick [milts227@gmail.com](mailto:milts227@gmail.com),  
[cvmasse9@comcast.net](mailto:cvmasse9@comcast.net)

Gentlemen

The year end unaudited financial statement needs some adjustments as follows

Administration

The total savings of \$1,171 were entirely due to savings in legal fees (\$1500) and contingency (\$441) and were offset by increased costs in office expense (\$356)

and background checks which were not budgeted(\$440)

Grounds Maintenance

Irrigation expense was almost 7k over budget (\$6943). The only expenses under budget were Oak Expense (\$1,600) and Palm Pruning (\$308)

The savings shown in the Mulch classification were spent in December.(\$12,500) Therefore making these adjustments in addition to a payment received from the CDD for irrigation costs related to CDD expenses paid by the HOA last summer of \$1815, the 2019 Portofino budget was \$7,606 thousand over planned levels of \$110,600.

Sent from my iPad