

**Vineyards Community Association, Inc.**  
**Annual Meeting**  
**March 23, 2018**

**Attendance list: Neighborhood Representatives or Alternate:**

Present	PMP Association Manager
Present	VCA
Absent	Arbor Glen
Present	Augusta Falls
Present	Avellino Isles
Absent	Bellerive
Absent	Camelot Park
Present	Chardonnay
Present	Clubside Reserve
Present	Concord
Present	Erin Lake
Present	Fountainhead
Absent	Glen Lake Estates
Present	Hammock Isles Master
Present	Hammock Isles Estates
Present	Hammock Isles Villas
Present	Hammock Isles Custom Homes
Proxy	Laguna Royale
Present	Lalique
Present	Montelena
Proxy	Napa Ridge Patio
Present	Napa Ridge Villas
Absent	Oak Colony
Present	Palo Verde
Present	Regency Reserve
Proxy	San Miguel
Present	San Rafael
Present	Silver Oaks
Present	Sonoma Lake
Present	Terracina
Present	Tierra Lago
Present	TraVigne
Present	Tuscany
Present	Valley Oak
Absent	Venezia Grande
Absent	Villa Florenza
Absent	Villa Verona
Present	Villa Vistana
Present	Vintage Reserve
Present	Vista Pointe
Present	Wedgewood

## **I. CALL TO ORDER**

Board President Tom Ruane called the meeting to order at 10:35 A.M. on, Wednesday March 23rd, 2018 at the Vineyards Country Club, 400 Vineyards Boulevard, Naples, Florida.

## **II. DETERMINATION OF QUORUM AND PROOF OF NOTICE:**

A quorum was established with Alan Norris (AN), Tom Ruane (TR), John Bauman (JB), Steve Sorett (SS) and Tom Sackett (TS) present as the Board of the VCA. Thirty-one Sub-Associations were represented by their Neighborhood Representatives or by proxy; seven sub-association representatives were absent and did not send in a proxy. Sam Holbrook (SH), Cable Committee Chairman was present. Stephen Cusson and Dena Waltchack from PMP Management were also present.

Due notice was mailed to all the Neighborhood Representatives for the Annual Meeting in January as well as emailed to each of the NR's.

## **III. APPROVAL OF MINUTES**

A motion was made and seconded to approve the minutes from the March 8th, 2017 Annual Meeting as written, the motion was unanimously approved.

## **IV. REPORTS OF OFFICERS:**

**President:** TR reviewed the March 8, 2018 Memo that was sent to all the NRs (copy attached) on the topic of the election of two Boards seats which terms are expiring. Steve Sorret of the Board and NRs voiced their opinion on the subject.

In light of the questions raised regarding the election, the Board recommended (1) postponement of the 2018 election for the two Board seats and (2) working with the attorneys who are assisting the VCA in rewriting our governing documents to focus immediately on rewriting the voting sections of the Declaration and the By-laws. At the next scheduled meeting of the Board on April, 11, 2018, the Board will be seeking the input of the NR's on the substance of the election requirements and voting procedures. Once the effort is complete, the final proposal, which will be amendments to the documents, must be approved by a vote of the NR's. The election will then be held and governed by the revised governing documents.

**Treasurer:** AN reported we have received a check from our insurance in the amount of \$ 58,000 for repairs to the perimeter fencing which is close to completion. We have overspent the current YTD budget by \$120,000 due to hurricane related repairs, as expected, and we have been able to absorb this using cash flow. The 2017 audit is in progress and the 2017 tax return will be completed when the audit is concluded. We have filed for an extension. We are working on building a contingency for a future STORM clean up.

**Property Management:** SC reported on the status of the storm clean up, plantings along Arbor Blvd. and plantings along Vineyards Blvd. Sod replacement has been completed along Vineyards Blvd, Silver Oaks Blvd. and along the north-west side of Arbor Blvd. Work is still needed on Vintage Colony Blvd. Tree replacement and plant replacement will be ongoing for the next several months in all of the Association common areas.

## **V. UNFINISHED BUSINESS:**

### **Drainage Issues:**

At Tom Sackett's request, a meeting was held on March 8, 2018 among the Association, Collier County and SFWMD to discuss drainage issues experienced by the VCA during the recent hurricane. In addition to Tom Sackett, Steve Cusson and NR Bill Dimento attended. The fish grate installed on the south lake weir was discussed as well as the sufficiency of the design of the current weirs. The County reported that it inspected the fish grate two days after the hurricane and found it clogged. The fish grate had been installed at the direction of Florida Fish & Wildlife to prevent fish from going from the lakes into the canal. The current fish grate is made of rebar and not movable.

As a result of the meeting, the VCA has contacted Florida Fish & Wildlife to request either removal of the fish grate or modifying it so that it can be lifted in times of severe rain. Currently, we are waiting for contact back.

Secondly, Tom Sackett reported that he has contacted two engineering firms seeking proposals to evaluate the possibility of modifying the weir system to achieve more efficiency or perhaps increase the current discharge rate. The engineering firm previously consulted by the Association has opined that it is not possible to increase the discharge rate and that the current system is functioning as permitted.

SC stated that the Association is waiting for MRI Services to conduct a camera inspection of lake connection pipes within the southern lake basin that showed high water elevations during and after the hurricane. We expect the inspection to show us if any of the connection pipes require any maintenance.

The Association has requested the County to inspect and, if needed, clean out the storm drains along Vineyards Blvd as the one closest to Bellerive was recently found to be in need of cleaning. This is a large non-grated storm drain that allows debris to flow into the drain unlike the smaller grated style drains found on most of the roadway valley gutters within the Vineyards. SC will seek proposals from companies to inspect Association road drains.

## **VI. NEW BUSINESS**

- A. JB made a motion to roll over any surplus funds (if any) at the end of 2018 into the 2019 budget; AN seconded the motion. The motion was unanimously approved.
- B. SC reviewed the proposal from RGB Internet Systems, Inc dated March 9, 2018 for a new web-site hosting service for the Master Association's website. The proposed website would contain more information and more links than our current website. The idea is to have links for each of the sub-associations within the VCA that owners can go to or visitors can open and find out more information about those communities. Any information that is not designed to be shared outside of the VCA Master Membership or out of the links connecting each sub-association would require a password. The cost is \$ 5,200. to develop the web-site and would have a \$ 125.00 monthly hosting fee with another \$ 30.00 in related monthly cost. We currently pay \$ 250.00 per month. A new website will also require the VCA to hire a photographer to photograph the community and that cost is estimated between \$ 3,500 and \$ 4,000.00 for the VCA Master Common Areas. SC is working on a discounted rate to have photos taken of each of the 38 communities within the Vineyards to add to each of the sub-association community links. SC will forward more information about the sub-association cost to all of the NR's once received. New photographs are expected to be between \$250.00 - \$ 500.00 per sub-association depending on if the sub-association would like pool areas or clubhouses taken in addition to their front entrance signs and a few other community specific photographs. Communities

that may already have photographs can send them to SC electronically for this use. More information will be sent to the NR's in the next few weeks about this exciting change. SS discussed his concerns about cyber security and has reviewed with the VCA insurance agent our coverages. While we do not have information that would be of a private nature on the VCA web-site, SS was concerned if the VCA would have any liability for the links we may add such as the Vineyards County Club. After SS reviewed our liability coverages with our insurance agent, SS was satisfied we have adequate protection and recommended the VCA make this change to the new web-site hosting service provided that the VCA site not link to the Country Club where members have the ability to make ACH payments.

C. JB made a motion the Association accept the proposal from RGB for the \$ 5,200 and the budget estimate of no more than \$ 4,000 for VCA photographs using operating funds, AN seconded the motion, with no further discussion the motion was unanimously approved.

**VII. Board Members:** The Board members are Tom Ruane (TR), John Bauman (JB), Tom Sackett (TS), Alan Norris (AN) and Stephen Sorett (SS).

The next VCA Board meeting is scheduled for April 11<sup>th</sup>.

**VIII. ADJOURNMENT**

There being no further business, a motion was made, seconded and unanimously approved to adjourn the meeting at 11:35 A.M.

Respectfully submitted,

Stephen Cusson, CAM, CMCA®, AMS®  
VCA Association Manager