

## **Fairway Estates Board Meeting Minutes – Date: 01-08-2020**

Meeting held at the Dunedin Golf Club and called to order at 6:33 P.M.

Unanimous approval to permit recording of FECA Board Meeting, said recording to be retained until the corresponding written meeting minutes are approved.

### **Board Members in Attendance (marked with X – in person or BP - By Phone):**

X	Matt Stevens, President	X	Todd Brooks, Vice President
X	Kelly Dixon, Treasurer	X	Ed Kelb, Secretary
X	Derrick Beland, Member At Large	X	Bill Greenwood, Member At Large
	Mary Lyon, Member At Large	X	Jessica Parchman, Member At Large
X	Marilyn Parnell, Member At Large, Membership		

### **Non Board Member Committee Chairs (marked with X – in person or BP - By Phone):**

X	Kathy O’Leary, Newsletter	X	Dianne Schuldt, Beautification
X	Diane Garcia, Newsletter		

### **Unfilled Committee Chair Positions (could be a board member but not required to be)**

OPEN, City Liaison

### **Members/Guests:**

None

### **Non Board Member Committee Reports**

#### **Beautification – Dianne Schuldt**

- Landscaping will be updated after the new Palm Blvd signage is installed.

#### **Newsletter- Kathy O’Leary**

- January Newsletter
  - Finalizing the January Newsletter

- Newsletter will note that the ***Pinellas County Sheriff's Office*** has begun targeted enforcement of speeding and traffic violations within Fairway Estates. Residents encouraged to not post locations of sheriff's vehicles on social media as the intent is to resolve residential complaints for recurring violations.
- Pet safety, etiquette and Dunedin Animal Ordinances will be summarized in the Newsletter. Maximum fine for violations is \$500.
- Planning some form of BBQ and Mac-n-Cheese cook-off for the Spring Fling in March.
- Will include information about guest speaker **Jennifer Bramley** (Dunedin City Manager) for the upcoming **2020 Annual Homeowners Meeting**.
- Newsletter will include an article on the Pinellas Trail and its significance to Dunedin and Fairway Estates
- Will include highlights from the Halloween and December Holiday Party along with pictures.
- FECA Board member spotlight for this newsletter will be Marilyn Parnell.

## **Officers Reports**

### **Secretary's Report – Ed Kelb**

- Motion made to waive reading of **Dec 2019 FECA Board Meeting** minutes by Kelly Dixon, 2<sup>nd</sup> by Todd Brooks. Motion carried.
- Motion made to accept **Dec 2019 FECA Board Meeting** minutes (submitted on January 8, 2020 at 3:40pm) "as written" by Kelly Dixon, 2<sup>nd</sup> by Bill Greenwood. Motion carried.

### **Treasurer's Report – Kelly Dixon**

- Refer to full reports online.
- A banking error occurred where a \$213 deposit intended for Kelly Dixon's personal bank account was credited to the FECA bank account. Request from Kelly Dixon to reimburse herself from the FECA account.
  - Motion made to reimburse Kelly Dixon \$213 by Ed Kelb, 2<sup>nd</sup> by Marilyn Parnell. Motion carried.

- 2019 Holiday Party (Dec) expenses were over budget; however, we had a surplus carried over from an earlier sponsorship. Therefore, this did not impact the total budgeted expenses for annual events.
- Motion made to accept Jan 2020 FECA Treasurers Report “as written” by Todd Brooks, 2<sup>nd</sup> by Ed Kelb. Motion carried.
- Proposed **2020 Annual Budget** comments/revisions:
  - Annual Dues Estimates: 355 households x \$45 = \$15,975
  - Lake Sandra water maintenance has been previously performed by **Aquatics Systems Lake and Wetland Services**. The company is now known as **SOLitude Lake Management**. Ref: <https://www.solitudelakemanagement.com>
    - Price will be increasing from \$95 per month to \$98 per month.
    - The revised reports from **SOLitude Lake Management** do not appear to contain the level of detail that was provided by **Aquatics Systems Lake and Wetland Services**. See **Exhibit A**. Examples from report:
      - Water Clarity
      - Beneficial Plants found
      - Fish-Wildlife-Birds seen
      - Work Performed
      - Concerns
    - FECA Beautification Committee Member Dianne Schuldt and Board member Kelly Dixon will contact **Aquatics Systems Lake and Wetland Services** to determine if we can obtain detailed reports.
  - It was noted that the proposed 2020 Budget line items for **Signage** and **Martha Donald Grant** funding require revision:
    - Proposed 2020 Budget line items:
      - Signs/Benches/Picnic Table      \$1,250.00
      - Martha Donald Grant                **-\$1,125.00**
    - Should be:
 

Income	
Income from Retain Earnings	\$273.20 <sup>1</sup>
Expense	
Signs/Benches/Picnic Table	\$2,723.00
Martha Donald Grant	<b>-\$1,858.00</b>

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<sup>1</sup> As recommended by FECA Board member Bill Greenwood, budgeted net income for a nonprofit should reflect \$0.00

- The proposed 2020 Budget will be modified and sent out electronically to FECA Board members for approval prior to the Feb 4<sup>th</sup> **2020 Annual Homeowners Meeting**

### **President's Report – Matt Stevens**

- Chuck and Ken (***Dunedin Golf Club*** General Manager) approached Matt to see if they could engage the FECA Board with the intent of brainstorming ways of improving and encouraging both communication and utilization of the ***Dunedin Golf Club*** by Fairway Estates residents.
- Positive feedback from President Matt Stevens that the tree maintenance performed in 2019 is already showing some benefits. A storm front with high winds moved through the area and left far fewer dead limbs and debris (versus what has been seen in the past).
- An observation from Matt that there is some aggressive plant growth along the northwest shoreline of Lake Saundra. Some variation of climbing vines that are moving into the grassy area. FECA Board members encouraged to take a look and determine if this is an invasive species that should be addressed before it become problematic.
- Lock on Lake Saundra ***Dog Waste Bag Unit*** is rusted and needs replacement. Matt Stevens will take this on as an action item.

### **Vice President's Report – Todd Brooks**

- Nothing to report at this time.

### **Board Committee Reports:**

### **Membership – Marilyn Parnell**

- “Welcome to FE” visit with Susan and Fallon McIvor at 2316 Jones Drive.

### **City Liaison - Open Position**

- No updates

## Events:

- **2020 Annual Homeowners Meeting**
  - Date: **Tuesday, Feb 4, 2020**
    - Guest Speaker will be **Jennifer Bramley** (Dunedin City Manager). Topics to include proposed direction for the City of Dunedin with an emphasis on topics having a direct impact on the Fairway Estates community.
      - There will be a Q&A session for residents. This may need monitoring to ensure time doesn't run too long. Derrick Beland will assume responsibility for microphone distribution.
    - Sign-in begins at 6:30pm. Meeting scheduled to begin at 7:00pm
    - No FECA Board members are up for reelection this year.
  
- **2020 Spring Fling** will be held on Saturday, March 28<sup>th</sup> (2pm – 5pm)

## Old Business:

- **2019 Entrance Signs Project Update:**

- Refer to **Exhibit B** for details
- Monuments will require that existing paint be power washed to remove as much as possible. Current paint is chipping and bubbling. New signs will not adhere properly.
- As this will need to be done, the FECA Board has decided to have the white concrete topper power washed and painted as well.
- Proposed sequence of events:
  - Wait for **USA Signs, Inc** to contact FECA once the new signs are ready to be installed (Feb, 2020).
  - Utilizing either a professional painter or a FECA volunteer, have both Palm Blvd monuments completely prepped:
    - Power wash and scrape old paint (both green and white paint)
    - Repaint (white paint) concrete topper over sign and concrete pineapple post finials.
    - Repaint reverse side of monument (dark green) that faces the corner resident home
    - Schedule USA Signs, to install new signage.



- **Memory Walk**

- The FECA Board is looking at ways to fund a replacement sign in 2021. A **Memorial Walk** might be a viable candidate to raise funds to replace the sign in 2021.
- A **Memorial Walk** would be a way for residents of FE to memorialize family and events by engraving a paver with a customized memorial. See **Exhibit C** for an example design. Note: This is just one of many possibilities.

- Note: These pavers would not be available to vendors. The intent is to provide residents a way to recognize:

- Residents
- Resident Families
- Pets
- Birthdays, Anniversaries, Weddings
- Passings
- Other Milestones

for residents who have ties to Fairway Estates.

- Depending on resident interest, we could install a walkway to the sign ... or install a brick walkway to surround the existing Lake Sandra sign.
- Residents could choose from either an 8" x 8" paver or a 4" x 8" paver. Examples of engraved pavers can be found in front of the Dunedin Golf Club.
- The FECA Board would retain "First Right of Refusal" to ensure that any engravings are appropriate for the **Memory Walk**.
- Note: Because the existing Lake Sandra sign is located 14 feet from the curb, there does not appear to be any supplemental City of Dunedin funding available to replace the Lake Sandra sign (e.g. the sign is owned by FECA and is not eligible for City of Dunedin funding).

Ref: <https://www.dunedingov.com/home/showdocument?id=3020>

*"Projects may include, but are not limited to: community identification signs, landscaping, trees, entryway embellishments, cleanup projects, etc. All projects must be located on public property such as City of Dunedin right-of-ways and medians on City-owned streets."*

- A Facebook survey will be posted to determine if there is any (preliminary) resident interest.

**Old Business:**

**Board Member Retirement:**

- For personal reasons, **Jessica Parchman will be retiring** from the FECA Board effective ***Jan 31<sup>st</sup>, 2020***. The FECA Board remains extremely grateful for Jessica's contributions. We are hoping to locate a replacement in early 2020 to complete her term.

**Resident's comments:**

None

**Adjournment:**

Motion made to adjourn at 8:33 p.m. by Todd Brooks, 2<sup>nd</sup> by Kelly Dixon. Motion carried.



**EXHIBIT A**

**Example Aquatics Systems Lake Management Report for Lake Sandra**



**CUSTOMER LAKE MANAGEMENT REPORT**

A Solitude Lake Management Company

**CALL 800.432.4302 FOR SERVICE**

Customer: Fairway Estates Assoc  
 Technician: Alek P.

Account Number: 00148520  
 Date: 11/15/10 Time: 10:30

WORK PERFORMED	
METHOD USED:	B (Boat) BP (Backpack Sprayer) G (Gator) HC (Hand Cast)
SITE ID	
Method Used	B
Treated Algae	
Treated Cyanobacteria	
Treated Submersed Weeds	
Treated Grasses/Brush	A
Treated Floating Weeds	
Treated Mosquitoes and/or Midges	
Lake Dye	
Site Inspection	
<b>WETLAND/UPLAND</b>	
Spot Spraying	
Physical weed removal	
<b>CARP PROGRAM</b>	
Carp Observed	
Barriers Inspected	
RESTRICTION TYPE(S) DO NOT: I (Irrigate) F (Fish) S (Swim) O (Other):	
Restriction # of days	0
Restriction Type	

GENERAL OBSERVATIONS OF THE WATER	
WATER CLARITY <input type="checkbox"/> All < 1, 2, 3, 4, >4'	
WATER FLOW <input type="checkbox"/> All N(None) S(Slight) V(Visible)	
WATER LEVEL <input type="checkbox"/> All H(High) N(Normal) L(Low)	

GENERAL FIELD OBSERVATIONS		
<b>BENEFICIAL PLANTS</b>	<b>FISH/WILDLIFE</b>	<b>BIRDS</b>
<input type="checkbox"/> Arrowhead	<input type="checkbox"/> Lily	<input type="checkbox"/> Anhinga
<input checked="" type="checkbox"/> Bacopa	<input type="checkbox"/> Naiad	<input type="checkbox"/> Gallinules
<input type="checkbox"/> Blue Flag Iris	<input type="checkbox"/> Pickerelweed	<input type="checkbox"/> Coots
<input type="checkbox"/> Bulrush	<input type="checkbox"/> Soft Rush	<input type="checkbox"/> Cormorant
<input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Bass	<input type="checkbox"/> Egrets
	<input checked="" type="checkbox"/> Bream	<input type="checkbox"/> Osprey
	<input type="checkbox"/> Catfish	
	<input checked="" type="checkbox"/> Gambusia	
	<input type="checkbox"/> Alligator	
	<input type="checkbox"/> Otter	
	<input type="checkbox"/> Snakes	
	<input type="checkbox"/> Turtles	

CONCERNS FOR FOLLOW-UP	
<input type="checkbox"/> Recurring or excessive algae Lake # _____	<input type="checkbox"/> <b>Water Quality Assessment Recommended</b>
<input type="checkbox"/> Persistent invasive weeds Lake # _____	Persistent problems may indicate an underlying water quality issue
<input type="checkbox"/> Fish/wildlife issues Lake # _____	that current treatments will not correct. A laboratory assessment is
<input type="checkbox"/> Low water clarity Lake # _____	recommended to determine the cause(s) and plan the best corrective
<input type="checkbox"/> Bad Odors Lake # _____	actions. <b>Please call 800-432-4302 for more information.</b>

White copy - Customer

Yellow Copy - Home Office

Pink Copy - Field Office

CMR Rev: 05.08.19

## EXHIBIT B

### Palm Blvd Signage Replacement – Jan 2020 Update

Signage Update  
January 8, 2020

# Palm Boulevard

## Timeline & Details

December 10, 2019- FECA Board decision to **move forward with dimensional signage** (Signs USA quote 36226) with partial funding from Martha Donald Grant

- .125 aluminum painted face & edges
- 1/2" PVC dimensional letters painted face & edges

December 12, 2019- **site meeting with Signs USA (Tom Miano, VP)** to view site and discuss project

December 16, 2019- site meeting with Signs USA to **measure monuments** (VP & Joe Muhrlin, Production Mgr)

January 2, 2020 - **initial layout received** from Signs USA; returned with comments

January 7, 2020- **updated layout received** from Signs USA; layout accepted; **project moves into production** 3-4 week timeline for production & install

January 8, 2020- site meeting with Signs USA VP to **check fit of initial templates** ; adjustments needed to both templates . New templates will be created and follow up visit will be made to check fit before proceeding (this process will be repeated until satisfactory template is created )

## Action Item(s)

### Monument Preparation

- Power wash/scrape surface of monuments to remove bubbles (panel adheres better)
- Remove existing letters, fill holes & assure smooth surface
- Power/wash then paint white trim; suggested- paint back of monuments (dark green)
- Beautification to tidy landscaping & provide new plantings

Signage Update

**EXHIBIT C**

**Memorial Walk – One possibility just for purposes of illustration. Another possibility for more engraved bricks would be to square off a brick section around the existing Lake Sandra sign.**

