

# PHILLIPS OAKS

HOMEOWNERS ASSOCIATION, INC.

Board Of Directors

Meeting Minutes

Orlando, FL

July 22, 2024

## CALL TO ORDER/CERTIFY QUORUM

The meeting was called to order at 7:00 pm at the Dr. Phillips YMCA. Directors present: Karen Rugerio, Sue Robson, Varsha Shah, Tom Lupo, David Smith. Attendees present: Robert Carpenter, Adolfo Morales, Maria Garcia, Fuad Nasib, Alicia Nasib, Barbara McLean Smith, Sue Porro. Vlad Filippov will be working to hook up Zoom for the August meeting. Once this is working, HOA members can sign in and view meetings from home on the computer.

## MINUTES

The minutes of the previous meeting were unanimously accepted.

## ARCHITECTURAL REVIEW BOARD REPORT

Mr. Lupo has continued his inspections and reported that all homes on Quiet Oak Lane are in compliance. The home on the corner of Winder Oaks near the strip mall has fixed the screens on their patio and the home across the street from it removed the oak tree next to their home. Several homeowners have been pressure washing their property. There were no ARB applications for this month.

Mr. Morales asked if it is possible to remove the rust-colored stains on the sidewalks near the Hidden Beach area, and if so, how much it would cost. Mr. Lupo said if the rust is on the sidewalk, it should be removed by the city but that we could look into it.

## FINANCIAL REPORT

Ms. Rugerio reported an operating capital of \$10,037.29 and a contingency fund of \$71,902.96. Current bills have been paid from the checking account. She asked if we should ask the twenty-one rental owners who are investment companies to pay the entire annual fee at the beginning of the year. Mr. Carpenter asked if we could get sued. Ms. Rugerio said the Board members will be taking a class to be certified as HOA directors and would ask about the legality of the issue at that time. Ms. McLean Smith asked what the advantage of the entire annual payment would be. The response was to better set up the budget for the year and to save money by sending out fewer quarterly letters for non-payment.

## **OPEN FORUM**

Mr. Carpenter asked about the status of the July assessment fees. Ms. Rugerio said there are twelve homes that have not paid, and six of those are rental owners. Certified letters have been sent to them at the cost of \$5.35 each. Mr. Lupo added that according to the law, an owner running an Air B&B in Orlando must live on the property. Ms. McLean Smith said that the owner gets around it by staying periodically and using it as her primary residence address.

Mr. Carpenter asked what information about payments Truist bank provides. Ms. Rugerio showed the spreadsheets she had created to record payments to identify homeowners one by one. The big problem remains that there is no way to identify who made a cash payment or not. Her repeated attempts to get the word out that an homeowner who pays by cash must provide the HOA with a receipt have gone unnoticed. Ms. Rugerio said it has become crucial to hire a management company to oversee the fees and collections for non-payment. Ms. Shah said we also need an accountant to provide an annual audit.

Ms. McLean Smith asked if anyone had asked Truist for a management company referral. No one has asked Truist, but Ms. Robson, Ms. Shah, and Ms. Rugerio have been researching management companies and have gotten quotes from three so far. Mr. Carpenter asked if the companies provide an a la carte menu and he was assured it was an absolute requirement for hiring a company, as only specific services would be managed by a company. Our HOA would retain control of the bank account and would continue to pay our monthly, quarterly, and special project fees ourselves. Mr. Carpenter then asked if payment from his Korean neighbor, whom he is helping, had been received. It has been and Ms. Rugerio can provide a receipt for her.

## **NEW BUSINESS**

Ms. Rugerio reported that the pressure washing has been done and paid for. The landscaping is an ongoing project with one additional area to be taken care of with each regular service. Palms at the Hidden Beach entrance need to be trimmed. Discussion followed about legal responsibility when the palms are behind the brick wall. Are they on an easement or on the homeowner's property? If on an easement, it is the HOA's responsibility to trim. Mr. Lupo will research it.

Ms. Rugerio said we are moving ahead on the electrical repairs needed at both entrances. Ms. Shah and Ms. Robson got three quotes. The prices quoted differed widely and the low bid of \$5,500 was accepted. Ms. Rugerio added that the bushes closest to the wall at each entrance will be removed.

Mr. Smith asked if action had been taken regarding having the big electrical box on the front wall as you turn in from Conroy-Windermere painted. Although no one has acted on it yet, it is on the list. We need to determine how to get permission to do it. Mrs. McLean Smith said art students at the high school may be able to do the project. They might also have information on where to go for permission as well.

## OLD BUSINESS

Mr. Lupo asked about the status of the graffiti on the wall on Winder Oaks Street. Arlene McCarthy has sent photographs of the wall to the owners in Miami. She was successful in getting the land cleared of the dead trees and vines and in the general cleanup of the land. We thank her for her continued work on this project as she continues her efforts to have the graffiti removed.

Mr. Lupo also said he checked out the tree in front of the corner house on Imperial Oak Lane. The tree that has the swing on it is very rotten at the bottom and perhaps the city needs to look at it.

Mr. Morales asked what is being done about the money that may be missing from our account. Ms. Porro said that while we are embarrassed and frustrated by the fact, we trusted the wrong people and did not realize the problem soon enough, it is counterproductive to pursue this legally as the money spent on lawyers could be better sent on improvements in our community. Mr. Morales replied that it is his money and he resented other people ignoring the issue. He said lawyers could be found that would work for free and that the lack of response from the Board is negative. Mr. Carpenter said he believed that contacting the accountant that worked from KLManagement might result in a pleasant response. Mr. Lupo said it may be time to move on. Ms. Rugerio said she would bring the January 2024 tax records to the next meeting.

## ADJOURNMENT

A motion was made by Mr. Lupo and seconded by Ms. Porro to adjourn the meeting at 8:03 pm and was unanimously approved.

Respectfully submitted by the Secretary,



Sue Robson  
Secretary

Date: July 22, 2024

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