

AERC MINUTES

CLARCONA RESORT & CONDO ASSOCIATION

3000 CLARCONA ROAD

APOPKA, FLORIDA 32703

MAY 28, 2019 @8:30A.M.

I. CALL TO ORDER: 8:36 A.M.; DAVID PECK; BILL CHURCH; ROB RICE II; CHRISTY MOORE; DAVID PARRAMORE ARRIVED 8:41A.M.; NOEL WARNER

II. 1 VACANT SEAT

III. ABSENT: NO ONE WAS ABSENT

ALSO IN ATTENDANCE: SAM FISHER; JENNI DORN; VINCE BUFALINI; RICHARD UTEGG; CAROLYN MULL; MARILYN WEST (BY PHONE)

IV. THERE WAS A QUORUM

V. APPROVE (AND RATIFY IF REQUIRED) MINUTES OF THE PREVIOUS MEETING(S): DATED MAY 28, 2019

A MOTION WAS MADE BY NOEL WARNER AND SECONDED BY BILL CHURCH TO APPROVE THE MINUTES 5 YES 0 NO VOTES

VI. NEW BUSINESS:

LOT 2006 RUBBER MAID SHED 7 ½' X 7 ½' APPROVED

LOT 2009 WAS OMITTED BY ACCIDENT ON APRIL 30, 2019 AERC MINUTES TO MOVE THE SHEDS TO 2006 AND ALLOW A NEW SHED IN ITS PLACE APPROVED

LOT 754 WHOLE HOUSE GENERATOR BACK-UP; CONDITIONAL APPROVAL CURRENT GENERATOR POLICY MUST BE FOLLOWED AND A COPY WILL BE ATTACHED AND IT MUST BE INSTALLED BY A LICENSED ELECTRICIAN.

LOT 818 IT HAS BEEN BROUGHT TO OUR ATTENTION THAT LOT 818 IS RENTING THE SHED THAT IS LOCATED ON THE PROPERTY AND GIVING IT AN ADDRESS OF 818B. IT WAS CALLED INTO CODE ENFORCEMENT. NOEL IS TO FOLLOW-UP WITH THEM REGARDING THE STATUS OF THIS VIOLATION.

LOT 304 IS IN VIOLATION FOR BUILDING ONTO HIS HOME WITHOUT A BUILDING/CONSTRUCTION PERMIT, ELECTRICAL PERMIT AND A ROOFING PERMIT. A 10 DAY LETTER

WAS SENT; A 5 DAY LETTER WILL BE SENT AND THE NEXT STEP IS TO SEND THE ATTORNEY FOR HANDLING. A COMPLAINT WAS FILED WITH CODE ENFORCEMENT TO INVESTIGATE. HE WAS ASKED TO STOP ALL BUILDING WHICH WAS IN PROGRESS. THE OWNER TOLD US THAT ALL CODE ENFORCEMENT ASKED HIM TO DO WAS CUT 2" OFF OF HIS ROOF. Noel is to follow-up with code enforcement for an updated status report, and discuss it at the next AERC Meeting, scheduled June 11, 2019

LOT 1118-Has put up a canvas car port and is parking their car under it, which is a violation according to our by-laws. This needs brought to the attention of the manager for a violation letter to be sent.

OPEN SEAT- WE RECEIVED 3 MEMBERSHIP APPLICATIONS APPLYING FOR THE OPEN SEAT ON THE AERC COMMITTEE; THEY WERE FROM DREW GYETT; MARILYN WEST AND CAROLYN MULL. AFTER A LENGTHY DISCUSSION WITH AND ABOUT ALL THE CANDIDATES WHO WERE PRESENT THEN WE DECIDED TO FILL THE OPEN SEAT.

A MOTION WAS MADE BY DAVID PARRAMORE AND SECONDED BY ROB RICE II TO NOMINATE CAROLYN MULL AND A MOTION WAS MADE BY CHRISTY MOORE AND SECONDED BY BILL CHURCH TO NOMINATE MARILYN WEST; AFTER A VOTE IT WAS A TIE 3 TO 3. AND AFTER DISCUSSING THE JOB DUTIES MARILYN WEST WITHDREW HER APPLICATION AS MARILYN FELT THAT CAROLYN WAS MORE QUALIFIED FOR THE POSITION ON THE AERC. CAROLYN ACCEPTED THE POSITION AND TOOK A SEAT AT THE TABLE WITH THE OTHER COMMITTEE MEMBERS. CAROLYN WAS WELCOMED TO THE AERC COMMITTEE.

VII. OLD BUSINESS:

PET POLICY:

TO ~~ATTY~~
BOD
ROB RICE IS WORKING ON A POLICY AND WILL PRESENT IT AT OUR NEXT AERC. NOEL WARNER ALSO PRESENTED A FEW COPIES OF A PET POLICY. WILL ADD TO THE PET POLICY AS WE DECIDE WHAT WORKS BEST FOR OUR COMMUNMITY. THE PET POLICY IS STILL UNDER CONSTRUCTION.

EMPLOYEE DRUG POLICY:

V w/d Peck
LE: Atty
then
BOD
Our committee is looking into the drug policy of other workplaces and how they operate their policy so that we can adopt and write an Employee Drug Policy. We have determined that we need qualified persons to review and/or create cheaper to adopt the old policy which was already approved. It will be sent to our attorney for his approval and/or review if our current BOD President deems necessary. Noel typed and submitted same to committee for review. A Motion was made by Bill Church and seconded by Christy Moore. 7 Yes 0 No --

Gatekeepers policy- all employees who work at the gate house have been to the AERC TRAINING CLASS and signed off on same as they understood their job duties and responsibilities.

The RV Inspection is well under way and going nicely. Only the committee members from the AERC COMMITTEE are permitted to inspect the trailers, 5th wheels, pull behinds and RV's. prior to being permitted to enter the park on a permanent basis.

Dead tree reporting- We as an AERC Committee Member can report to the manager any dead tree(s)

in the common areas, that needs immediate attention to have Jenni Dorn get it taken care of. We do not need to wait for a regular scheduled meeting. No meeting required. A Motion was made by David Peck and Seconded by Bill Church 7 YES 0 NO

MEETING ADJOURNED 10:40 A.M.

NEXT MEETING IS SCHEDULED FOR JUNE 11, 2019 @ 8:30 A.M.

MINUTES PREPARED BY: CHRISTY MOORE, SECRETARY AND VOTING MEMBER