

**COVERED BRIDGE ASSOCIATION, INC.**  
**DRAFT OF BOARD OF DIRECTORS MEETING MINUTES**  
**June 18, 2024**

The meeting was called to order by President Ron Cobert at 10:09 a.m.

Pledge of Allegiance, and a moment of silence.

**ROLL CALL** – In attendance, Ron Cobert, Gene Fischer, Kathy Gray, Phyllis Klase, and Jim Moore via phone. Absent, Frank Brown and Leigh Russ.

**NEW RESIDENTS** – Mitch and Martha Miller of 10460 High Grove introduced themselves.

**PREVIOUS MINUTES**

Ron Cobert reminded residents we are not reading the minutes during the meeting anymore to save time during the meeting. The Board Members receive the draft of minutes ahead of the meetings to review for the next meeting. He also reminded residents the minutes are always posted on the board next to the handicap bathroom. Ron asked any questions concerning the minutes of the last meeting, and there were no questions. For the minutes of the May 21, 2024, Board Meeting, Ron asked the Board Members for any corrections, and none were made. On a motion made by Kathy Gray and seconded by Phyllis Klase the motion passed with all members voting aye.

**TREASURER'S REPORT**

The Treasurer's report was given by Kathy Gray and accepted as read. A copy of which is attached and made part of these minutes.

**PRESIDENT'S COMMENTS**

Ron Cobert reminded residents of the HUD mandated 2024 census being conducted in our community. The results of this census will affect Covered Bridge's 55+ status. If we lose this status our taxes could rise, so total cooperation of the residents is essential. Volunteers will be going door to door to collect the necessary information, and Connie Charles is heading this endeavor.

Office hours for June, July, and August are Tuesday mornings 9:00 to 11:00.

Residents were asked to remove their old Facebook posts in the Covered Bridge Group to keep this page current.

The State Highway Safety Engineer's Office was contacted regarding any updates concerning US 27 and Lake Francis Dr intersection, and no response has been received.

To clear up confusion in commentaries concerning the titles "Trustee" and "Director", the term "Trustee" was used in everyday talk by two former Board Members. The HOA BOD leadership definitions found are as follows: All elected Board Members are titles "Directors". The four positions of President, Vice President, Secretary, and Treasurer are also titles "Officers" or "Officer Directors".

In the June 11, 2024, edition of Highlands News-Sun, there was a "Notice of Public Hearing" concerning changes of Regulations Pertaining to Mobile, Manufactured Homes, and Subdivision Regulations in Highlands County. The schedule of the hearings is June 18 and July 2, 2024. The notice did not indicate what any changes would be proposed or to what communities, so we do not know right now if or how it will affect Covered Bridge.

Pertaining to liability of any accident occurring at our entrance crossing over Jack Creek (the Bridge), Highlands County has determined that Covered Bridge would be liable, not the County.

There will be no workday in the months of July or August.

## COMMITTEE REPORTS

ARCHITECTURAL – Ron Cobert – We have two roofs and one solar panel with no Architectural paperwork which were not pre-approved, and one wood siding which was pre-approved.

BUILDINGS – Terry Myers – The following items were completed since our last meeting; replaced broken thermostat in Library, replaced 3 LED bulbs, replaced toilet seat in men’s restroom. Residents were reminded to get in touch with Rick Nelson if they see any issues in the buildings; call, text, or email to [cbbldmngmt@gmail.com](mailto:cbbldmngmt@gmail.com). The following items were carried over from last month’s meeting not covered during May’s meeting; 1) Annual Fire Suppression Inspection – A couple of items were found and waiting for a quote to be provided, 2) Fixed men’s room urinal – replaced diaphragm, 3) replaced light switches in clubhouse – One was bad, replaced both switches on the front side of the clubhouse and replaced lights on those banks with LED lights. This change will reduce power consumption for those two rows by 80-85%. 4) replaced timer for east parking lot tower light. The timer has been set similarly to the time for the pool lights. 5) Replaced torn screening by pool seating area. 6) Cleaned cobwebs and dust from the higher section of the clubhouse.

GROUNDS – Alan Drake – We trimmed some trees that were safe enough to do ourselves, and a professional will be hired to finish the areas that are not safe for residents to do on their own. Some holes on Venetian have been patched. We are also checking sprinklers around the clubhouse to be sure they are operating properly.

POOL – Gene Fischer – In 2023 the hot tub and pool were resurfaced for \$20k+, and now the paint is already peeling. The guy that resurfaced the pool and hot tub in 2023 gave us a 10-year warranty, but he is bankrupt and has multiple lawsuits against him related to his work plus we cannot find him. Therefore, we cannot collect from his warranty. We have a price to resurface and do repairs to the jets and possibly the light in the hot tub \$4.4k and for the pool \$16.5k from Crystal Clear Pools of Summerland Key, LLC with a 10-year guarantee. Residents were asked if they wanted to go forward with the repairs and resurfacing, and residents were in favor of having the work done. Kathy Gray made the motion to accept the bids from Crystal Clear Pools, LLC to resurface and repair the pool for \$16.5k and hot tub for \$4.4k, motion was seconded by Gene Fischer, and the motion carried with all present members voting aye.

COMPOUND – Gene Fischer – We need to update our files with current information (license, insurance, etc.) from residents using the compound, with a preferred completion date by August 1<sup>st</sup>.

FAIR – Donna Palmatier – Kathy Gray reported on Donna’s behalf, the compound will be closed on July 7<sup>th</sup> and reopen on July 21<sup>st</sup>. Please hold drop-offs and pick-ups until the 21<sup>st</sup>.

NEIGHBORHOOD WATCH – Bob Evans – A lot of yard lights are out which makes the homes more vulnerable. The light on the pole at the compound is out and needs to be repaired/replaced. The light on the clubhouse building facing the compound is a dark area and needs to be lit up. The light on the pole at the entrance with the sharp curve is very dark, and we need to have the power company repair/replace it.

DANCE/MOVIE NIGHT – Phyllis Klase – There is nothing coming up with dances or movies. However, we have some contracts to send out for next year.

SOCIAL – Connie Charles –

June calendar

19<sup>th</sup> and 20<sup>th</sup> the Street Captains will pick up the surveys in regard to the mandated census for 55+ communities.

21<sup>st</sup> Coffee Hour 8am

22<sup>nd</sup> Pool Party 12pm

25<sup>th</sup> Garden Club Meeting

July calendar

9<sup>th</sup> Social Committee is at 10am led by Peggy Storie

10<sup>th</sup> Blood Mobile 12:30pm to 3:30pm - Donors will receive a \$20 gift card and a tote bag.

16<sup>th</sup> Board Meeting 10am

19<sup>th</sup> Coffee Hour 8am

20<sup>th</sup> Pool Party

23<sup>rd</sup> Garden Club Meeting 11am

\*\*\*If you have any suggestions, show up at the Social Committee Meeting and Peggy will make note of them.

BRIDGE GATE CLOSURE – Mike Kratt – Six people are on the committee concerning the Bridge Gate Closure, and we have 7 or 8 ideas which we are in the process of narrowing down to 1 or 2 ideas to bring to the Board next month. In the interim we would like to get the arm that was used for this closure back to install until we have a better solution.

## **OLD BUSINESS**

BRIDGE REPAIR – Ron Cobert – We have given the structural engineers the information they need to provide us with information to obtain some bids from contractors close to the end of this month.

POOL/HOT TUB REPAIR – Ron Cobert – We will contact Crystal Clear Pools of Summerland Key, LLC to award their contracts.

ENTRANCE/INITIATION FEE – Ron Cobert – Our attorney said we need to rewrite our Covenants to include the Entrance/Initiation Fee, and he is in the process of rewriting our Covenants for this inclusion. 67% of our residents will have to approve of this change in our Covenants.

AGE 55 CENSUS – Connie Charles – To explain why the census needs to take place, the census is required to keep our 55+ status which is important for our community. The census must be done every 2 years to maintain the 55+ status, and it has not been done in several years. We have been very fortunate that HUD has not come in and performed a surprise inspection of the forms that need to be verified. We have Street Captains that have volunteered, and here is a list of these Street Captains so you will know who will be showing up at your home.

- Edgewater 100 through 119 – Darlene Logan
- High Grove 10425 through 10499 – Ken and Nancy Gaines
- Hillcrest 2 through 16 – Linda Carl
- Hillcrest 100 through 119 – Debbie Prieur
- Jasmine 16 through 41– Claire Leffler
- Jasmine 40 through 62 – Judy Heroux
- Jasmine 64 through 82 – Ken and Nancy Gaines
- Pinetree Ct – Ken and Nancy Gaines
- Jasmine 100 through 122 – Pam Greathouse
- Jasmine 3 through 17 – Barb Brigante
- Oak Grove 100 through 119 – Barb Lawler
- Parkview 100 through 130 – Linda Boucher
- Parkview 129 through 142 – Anita Myers
- Parkview 150 through 172 – Marlene Blazey
- Pinecrest 1 through 65 – Wanda Nichols
- Venetian Parkway 2 through 27 – Joyce Skiba
- Venetian Parkway 28 through 72 – Dale Sturtevant
- Woodside 96 through 133 – Peggy Storie
- Woodside 142 through 170 – Kathryn Bishop
- Woodside 172 through 187 – Joe and Nancy Closson

If any individual would like to help their neighbor, it would be greatly appreciated. Some of the information is already in the office. When you went into the office to let us know you moved into a home, that went into the computer. However, not all the information is on the computer as it should be, and we need to update that information. 80% of homes must have at least one person 55 years or older, and the Street Captains must verify that information. Many of the sheets have been printed that already have the information, and what they will be doing is verifying all that information contact in case of emergencies, phone numbers, or whatever needs to be. Once they have all the information the resident will sign it on the signature line and date it. Those sheets of paper must be kept on file for HUD if they come in to audit our census. The dates of birth must be on those sheets, and if the date is not prefilled the Street Captain must view the driver's license to verify. One other thing they are establishing is verifying the Gate Card. Please have your gate cards available for the Street Captain can see them and verify the numbers. We are trying to get everything verified at one time. Please allow these Street Captains to verify all this information starting in June through December. This information will be kept in the office and locked up, because it is very personal information.

## **NEW BUSINESS**

None this month

SUGGESTION TURNED IN: Contact US Water Co. to see if they would remove trees around the sewage treatment area and replace with a species that would shed less limbs, leaves and bark so the area would be easier to maintain and more attractive. Ron Cobert responded that this is a great suggestion, but the water company would end up charging Covered Bridge to do so. He asked Phyllis Klase to give them a call to see what their response might be.

**RESIDENTS COMMENTS**

None

**ADJOURNMENT:** Ron Cober asked for a motion to adjourn. Kathy Gray made the motion, seconded by Phyllis Klase, the motion carried, and the meeting was adjourned at 11:08.

Respectfully submitted, Leigh Russ