

**WATERFORD LAKES TRACT N-25A NEIGHBORHOOD ASSOCIATION, INC.
(CYPRESS ISLES)**

Board of Directors Meeting

MINUTES

Location: WLCA Community Center, 453 Mark Twain Blvd., Orlando, FL

March 18, 2025 5:30 p.m.

DIRECTORS PRESENT

Harold Engold, President

Bob Conner, Vice-president

Dennis Horazak, Secretary

Christina Dones, Director at Large

Treasurer Myron Davis and Director at Large Cookie Symons were absent with notice.

Also present were Towers Property Manager Terina Stevens and homeowners Frank Gallagher, Ed Magnell, and Murray Yates.

MEETING SUMMARY

- Call to Order—the meeting was called to order at 5:30 p.m.
 - Proof of Notice—Notice of the meeting was posted in the community as required by Florida Statutes and the Association’s governing documents
 - Certification of Quorum—Four of six directors were present, forming a quorum to conduct business.
1. **Approval of Agenda**— Bob Conner moved to approve the agenda. The motion was seconded and passed 4:0.
 2. **Approval of Previous Meeting Minutes**— Dennis Horazak moved to approve the minutes of the January 21, 2025 meeting. The motion was seconded and passed 4:0.
 3. **Architectural Review**
 - A. **Architectural Review Applications**— Harold Engold reported that the WLCA ARC now approves or disapproves all Architectural Review Applications and sends the results to neighborhood managers and board presidents. Since this new procedure eliminates the need for input from our neighborhood ARC, Harold moved to default all ARAs to the WLCA ARC. The motion was seconded and approved 4:0. Harold will report WLCA ARC approvals and disapprovals at future meetings.

Terina Stevens reported the WLCA ARC approval of the following:
525 Divine Circle: Exterior paint.
623 Divine Circle: New roof shingles.
13215 Spring Haven Court: Exterior & front door paint and replacement of wooden fence with white metal fence.
13749 Crystal River Drive: Replacement of wooden fence with white fence.
825 Spring Island Way: New roof shingles, walkway widening, and tree removal
 - B. **Status of Vines at Property #303136** -- Terina Stevens reported that the owner of Property #303136 did not comply with the letter directing the removal of vines covering the pool enclosure, so a second letter will be sent.
 - C. **Inspection Report** –Terina Stevens plans to continue monthly inspections toward the end of each month. Christina Dones noted that the fence at Property #303133 is in disrepair.

4. **Grounds Maintenance** –

A. **Pressure Washing Monuments Estimates** -- Terina Stevens reported asking six firms for estimates to pressure-wash all four entrance monuments. Three firms responded with estimates of \$350, \$600, and over \$900 and three firms did not respond. Bob Conner motioned to accept the \$350 bid from Revive Exterior Cleaning. The motion was seconded and approved 4:0.

B. **Mulch Installation Plans** -- Board members discussed the amount of mulch still present at the entrances and decided to table mulch installation plans until the May meeting when Christina Dones reports her evaluation of the entrance mulch situation.

5. **Neighborhood Watch** – Dennis Horazak reported no suspicious activity since the last meeting.

6. **Newsletter**— Dennis Horazak reported that the copy deadline for the next newsletter will be May 1, 2025.

7. **New Owner Welcome Committee** – Christina Dones reported no new owners since the last meeting.

8. **Management Report**—Terina Stevens reported that the Treasury Department will not enforce any penalties or fines associated with the beneficial ownership information reporting rule, and it will not enforce any penalties or fines against U.S. citizens or domestic reporting companies or their beneficial owners. This means that HOA board members will not need to submit detailed information about themselves to the Treasury Department’s criminal enforcement arm.

The board agreed with Terina’s proposal to write off three owner balances of less than \$1.00.

9. **Preparations for Annual Meeting** - Dennis Horazak will update annual meeting materials and send them to Terina Stevens for mailing to homeowners.

10. The **Annual Meeting** will be on May 20, 2025 at 5:30 PM in the WLCA Community Building.
The **next board meeting** will follow the Annual Meeting.

11. **Adjournment**— With no further business the meeting was adjourned at 6:21 p.m.

Submitted by Dennis Horazak, approved by /s/Harold Engold May 20, 2025
Secretary President Date