

# Cedar Park Owners Association

Michael Swor, President

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**To: Cedar Park Owners Association Members**

**10-31-06**

**Re: 2007 Annual Association Meeting**

Please plan to attend the annual Cedar Park Owners Association meeting on November 30<sup>th</sup>, 2006 at 6pm at 265 Cedar Park Circle.

The proposed 2007 budget, election of officers for 2007, maintenance issues and other new business will be discussed.

Please give your proxy vote to a neighbor or an association officer if you cannot attend in person. If you would like me to represent your votes in any way, please call or email.

Thank you

**1. History of Cedar Park Owners Association-** Our association is a non-profit corporation that was created by owners on Cedar Point Road (original name of our street) in 1981. There was an association prior to that dating back to 1953. Legal documents and bylaws created by Abel Band are available for review on request. Original documents from 1953 are not currently available. All owners are bound to the bylaws of the Cocanut Bayou Association, but only some owners are legally bound to the bylaws of the Cedar Park Owners Association. Six owners are not legally bound but have voluntarily participated and paid dues currently or in years past.

**2. Expenses of maintaining our neighborhood-** According to Cocanut Bayou bylaws, all of us are responsible for road maintenance, whether we are involved in other matters or not. Many good people have volunteered their time and energy to matters of the Association over the years. My hope is that we redefine the goals of our organization, open up all communication and idea-sharing, and work together for the common good of our Cedar Park neighborhood. We will have a regular annual meeting every November and review our needs, desires, ideas and actual expenses. We will decide a budget for the next year and a dues assessment that will cover it with some contingencies built in. Road maintenance will be assessed separately, possibly through CBA. Looking back through old minutes and documents, the yearly dues/costs have gone from around \$250 in the sixties and seventies to the current level of cost at \$700-800. Extra projects were assessed separately, such as for the road paving, redo of the entrance, etc.

**3. Collecting Dues-** According to longtime resident and treasurer, Bill Kuhn, we have been collecting dues from the thirteen active members regular basis. One owner has become 3 years delinquent. Our expenses have been just covered by our dues. We have ongoing electric, maintenance, professional and basic operating costs that cover the common areas, lights, repairs, storm cleanup, administrative costs, etc. Therefore, we have to collect what was approved and assessed from everyone, or we are not able to operate. It was approved to attempt to collect overdue dues one last time prior to filing liens or other recourse. We will assess and collect dues *in advance*

of our annual budget in the future to avoid always playing "catch up". In November, 2006 dues will be decided and assessed and billed for fiscal year 2007. Please help us by paying dues promptly.

**4. Park and Common Areas-** Most of the owners are interested in an ongoing maintenance of the park areas and common grounds. Most owners want a decent appearing entrance with signs and lights of some kind. Ideas vary as far as exactly what the ideal appearance is, but we hope to discuss this and decide this together in November.

Improving and maintaining our common grounds will benefit all of us in property valuation, beautification, improved everyday living standard, pest reduction and overall safety. We also need to have the community spirit (and association enforcement) of private property maintenance and upkeep.

**5. Coconut Bayou Association-** All of us are mandatory members of CBA. This organization was formed by Mr. Boyd, the original developer and required all deeded properties to be members. All property owners on Little Pond Lane, Cedar Park and Mangrove Point (and a few others) belong to CBA. CBA owns and is responsible for the administration and maintenance of the common properties, particularly the beach and common dock areas.

**6. Communication-** is of prime importance in having a successful organization. I sent a survey requesting input on some possible improvements. Please call me or send email and let me know your thoughts about our neighborhood. If you have ideas for the CBA, but cannot attend meetings, I will be glad to represent them for you.

**My goals for the year (again):**

1. 100% participation
2. Active involvement by all members
3. Open communication
4. Online webpage for 24/7 updates and community info
5. Awareness of Coconut Bayou progress and issues
6. Common Area cleanup and maintenance with a natural park look that we can all enjoy, walk through and not be a breeding ground for rats, mosquitoes and no-see-ums
7. Safer intersections with better visibility and slower speeds...common areas clean up will also make for better visibility. security and safety
8. Know your neighbor- so we can better understand each others needs and concerns

Sincerely,

Michael Swor  
265 Cedar Park Circle  
302-3604 cell  
312-9004 home

# CEDAR PARK CIRCLE ASSOCIATION

## ANNUAL MEETING MINUTES

The CPC Annual Meeting was called to order on November 30, 2006 at 6:10pm by President Swor.

Attending: Swor, Kuhn, Hoge, Dickinson, and Walker

Proxies: Caballero and Chessler

It was determined that we had a quorum of paid members. A motion to approve the minutes of April 6<sup>th</sup>, 2006 was made, seconded, and unanimously approved.

Election of Officers: The following slate for 2007 was proposed and discussed.

Mike Swor-President, Bill Kuhn-Treasurer, Kate Walker –Secretary

A motion to approve the slate was made, seconded, and unanimously approved.

The president and treasurers presented a re-cap of important decisions made at the April 6<sup>th</sup>, 2006 meeting. The Annual meetings will be held in November; the fiscal year is the calendar year (Jan-Dec); in order to avoid a shortfall, dues must be paid in advance (January 1<sup>st</sup>), and common road maintenance will be voted on and billed separately.

The treasurer explained that our budget is minimal; barely gets us by on required maintenance and services, does not include road work, drainage problems, nor does it allow for an increase in reserves. In a word, it is inadequate. Current members have paid their 06 dues except for Olsen [251 Cedar Park Circle] who are now four years in arrears. Following general discussion, it was agreed that the Treasurer will send a demand letter stating our intentions to collect the monies through legal means if they are not paid promptly. The Treasurer was instructed to obtain legal counsel should the demand letter fail, and proceed with a lien on the property or other appropriate remedies.

Attention was turned to how best to encourage full participation from Cedar Park Circle owners. There was considerable interest in having the Cowans and Condiotties become involved again in our association. With the concept of starting afresh, the membership agreed that they should be invited to become actively involved starting this year. The President was asked to make an appropriate overture to them

The membership discussed the lack of any improvements during the past year due to insufficient funds, our deteriorating roads, the damage to and vulnerability of the front entry signs, the inadequate maintenance of the front circle, drainage difficulties caused in part by the construction going on, mosquito larvae pools in the circle, and the desire to pave the cut-through road in the circle.

A lengthy discussion ensued about our road maintenance and drainage difficulties. Road maintenance comes under the auspices of Cocanut Bayou Association. The unpaved connector road in the circle should be paved. We cannot close it off as trucks often block both sides of the circle and individuals need to get out. It was decided that our President will explore the possibility of help from CBA in the billing and collecting of monies for road maintenance. A motion to approve this approach was made, seconded, and unanimously approved.

A solution to our drainage problems has already been proposed.

During discussion a consensus developed regarding our priorities for 2007 and the group agreed that we would:

1. Replace our foam backed signs with wooden signs.
2. Obtain better landscaping of our entry island and more maintenance of the main road to the circle.
3. Pave the connecting road through the circle.
4. Obtain bids for two dry pools for mosquito and water control in the center circle after the construction companies have completed their work and restored the damage they have done.

A proposal of a 2007 budget of \$1,000 per owner to include our general maintenance and as far as we could go down our priority list as we could go was discussed. A motion to approve a 2007 General Budget of \$1,000 was made, seconded, and unanimously approved.

A Special Budget for road work in the order of \$700 per owner, after discussions with CBA, was proposed, seconded, and unanimously approved. A separate notification concerning this expenditure will be issued to the community in the spring.

Cathy Hoge agreed to be our liaison with Jose who maintains the landscaping. It was felt he would benefit from more consistent and regular direction.

There being no further business, the meeting was adjourned at 7:15p.m

Respectfully Submitted,



Katherine L. Walker