

# Laurelwood at Bayside Lakes Home Owner Association

Board of Directors Meeting – Thursday, April 6, 2023 6:30pm

BAYSIDE LAKES CLUBHOUSE

## Minutes of Meeting

### 1. Call to Order at 6:30 PM by Carl Doughty (PRES)

Establishment of a Quorum: 4 Of 5 board members present (see attendance):

Proof of Meeting Notice: Permanent meeting notice (first Thursday of each month) posted on the community communication board on 2022-12-10. Also a reminder was posted 2023-04-02.

Minutes for Meeting 2023-03-02 reviewed:

Motion to accept Minutes for Meeting 2023-03-02.

Motion: Iris Barclay                      Second: Julia Schwaller

Vote: Approved (unanimous)

Roll Call:

Parcel	Owner / Attendee
1711	Julia Schwaller (BOD – MAL)
1744	Iris Barclay (BOD – VP)
1775	John Fazekas (BOD – SEC)
1776	Carl Doughty BOD – PRES)
1884	Dierdre Daley
1708	Jason Brand
1864	Ruthanne Hanson
1735	Deanna Douglas
1841	Rick Schupp
Fairway Mgt	Joy Simons

### 2. Financial Report – Treasurer

#### A. Monthly report

Review of monthly report to note status of current investments, reserve and available cash (see report for distribution)

Motion to accept financial report

Motion: John Fazekas                      Second: Iris Barclay

Vote: Approved (unanimous)

Also noted status of annual dues with 5 residents outstanding (letters pending month end).

### 3. Committee Report

#### A. Committee guidance discussion

In process – Embedding requirements as defined in the LHOA CC&R and Bylaws, and FS 720. EDC – 2023-04-13.

## **B. Social Committee**

No activity to report.

## **C. Violation Arbitration Committee (VAC)**

No activity to report.

## **D. Architectural Review Committee (ARC)**

No applications in process.

FM noted four applications sent to LHOA BOD via email (none received) – In process:

1701 (Roof maintenance - Color) – In process

1788 (Window replacement - Style) – In process

1880 (Fence – Style/color) – In process

1885 (landscaping – Oak tree encroachment on gas lines) – In process.

Scheduled LHOA BOD meeting to review on 2023-04-11 at 6pm (clubhouse deck)

Two applications received for ARC membership:

1708 Jason Brand

1884 Dierdre Daley

Motion to accept new ARC Applicants

Motion: Iris Barclay                      Second: Carl Doughty

Vote: Approved (unanimous)

## **4. Inspection Results**

Discussed repeat violations and the process of fining for non compliance, Next step will be Fairway Management to issue reminder letters as noted in the inspection report. Next step will be

## **5. Open Business**

### **A. Status of entry electrical system maintenance**

Discussed light fixture replacements and determined their size is substandard for the entry way (too small). The next set are larger by about 10% and are acceptable. The next phase will be to install the larger lights on the entry way, with a trial of the smaller lights on the roadside light poles.

### **B. Status of front entrance irrigation system**

Zone 7 will be set to one hour of operation to support new foliage planted in the entrance way.

### **C. Status of lake management**

Solitude services satisfactory, with a lake treatment performed today (2023-04-06)

Noted torpedo grass in some areas, will investigate and report to Solitude.

## **D. Status of front entrance mulching / sodding**

### **1. Sod in entry way**

Discussed plan to reduce mulch by adding sod (suspect mulch area expanded over years of aggressive edging):

Supplier Green Thumb can provide sod @ \$200/pallet + labor @ \$100/pallet (subtotal of @ \$300/pallet X 3 pallets = @ \$900 total cost (noted current irrigation coverage includes areas to be sodded)

Motion to spend up to \$2,400 in sod for entry way.

Motion: Iris Barclay                      Second: Carl Doughty

Vote: Approved (unanimous)

### **2. Entrance trees**

Discussed condition of remaining canary palm noting there is no opportunity to sell. The tree requires significant trimming. Flawless provided an estimate to trim for \$150.

Motion to spend @ \$150 to Flawless for tree trimming.

Motion: Iris Barclay                      Second: Carl Doughty

Vote: Approved (unanimous)

### **3. Mulch in entry way**

Discussed current approval to spend up to \$700 for mulch and based on current market price of @ \$3/bag X @ 75 bags (1 pallet) will need an additional \$200 to cover additional costs.

Note: Plan to use cypress no-float mulch to limit loss in rain.

Motion to increase spending for mulch from \$700 to \$900 for entry way.

Motion: Iris Barclay                      Second: Carl Doughty

Vote: Approved (unanimous)

Will seek additional quotes / estimates before defining a plan

## **E. Status of front entrance sidewalk cleaning**

Discussed process conflict to clean while sod/mulch plan is in process – Will wait until complete. Also considering a service estimate to reduce time and ensure results are accountable to a licensed provider.

## **F. Lake drain pipe maintenance plan**

Discussed lake drain pipe maintenance plan to begin with pipe inspection next week. Will determine urgency and next steps after inspection results are reviewed.

- Bridgewater is performing a similar activity and has offered to allow LHOA BOD to review process to aid in developing the LHOA Drain Pipe maintenance plan.

Note: Sleeving estimate is still pending.

Note: The drain 'weirbox' requires fill to level depressions; Investigating.

Note: The inspection performed by Melbourne Tillman was informal - not to be confused with a professional camera inspection required to receive any sleeve estimates. The estimate for a formal camera inspection is \$2500 - \$3500.

### **G. Road maintenance plan**

Discussed the areas of the road requiring maintenance and determined a plan to prioritize repair will be developed after the completed construction on 1880.

## **6. POA Update (if applicable)**

Discussed four topics:

- A. Community pool repair – In process
- B. Club house roof repair – In process (currently covered with blue tarp)
- C. Community yard sale is 2023-04-15 (LHOA will support and have gate open during operating hours)
- D. Center foliage – New design is in process.

## **7. New Business – Not discussed due to time constraints**

### **A. Front entrance planting**

Discussed plan to replace plant base with a plan estimate of \$400

Motion to approve \$400 in front entrance planting

Motion: John Fazekas                      Second: Carl Doughty

Vote: Approved (unanimous)

### **B. 2023-2024 Election Plan**

Letters to be distributed on 01 MAY 2023 to advise residents

### **C. Neighborhood Volunteer Workday**

Discussed opportunity for neighborhood volunteers to perform minor cosmetic maintenance such as raking, mulching, and painting (sign posts and entry light poles.

Proposed date: 08 APR 2023.

### **D. FS 720 requirements Discussion**

Topic tabled until after election

## **8. Open Discussion**

**Insufficient time to address additional topics**

## **9. Date for the Next Scheduled Meeting is Thursday, May 04, 2023 at 6:30pm**

## **10. Adjournment**

Motion to adjourn at 7:45 PM

Motion: Carl Doughty

Second: John Fazekas

Vote: Approved (unanimous)

